



# Let's Present Confidently

For people presenting more often and want to put the fundamentals in place  
2-day program for 6-8 people (Optional 1-day condensed program for up to 12 people)

## ABOUT THIS PROGRAM

Whether you are new to the corporate world or are in a role that requires you to present more frequently to clients, suppliers, management or colleagues, this program will help you deliver your message confidently, clearly and with impact so you can achieve your career and business goals.

## WHAT YOU'LL LEARN

- Understand different audiences and tailor your content to suit their needs; know what to include and what to leave out so that it's relevant to them
- How to use the Let's Present LOGICAL PLANNER™ to quickly shape your message and prepare compelling, easy to follow presentations
- Techniques to create a positive 1<sup>st</sup> impression, engage an audience and respond to questions
- The essentials of PowerPoint® based on best practice ensuring slides support key messages
- Successful delivery techniques using a natural combination of voice, body language & pausing
- The cause of nerves and how to conquer them
- How to make the overall presentation memorable utilising the POWER OF THREE
- Close to achieve the results you are aiming for

## COMMUNICATE CLEARLY

**Let's Present Confidently** provides highly practical and immediately applicable tools to develop compelling business presentations for any size audience. From planning to delivery, this intensive hands-on program will help you lift your confidence & communicate with impact every time.

## HOW YOU'LL BENEFIT

- Clear, logical and compelling presentations that are relevant and easy to understand
- Significantly improved ability to get your message across, be heard and engage your audience in any situation
- Heightened levels of confidence and credibility
- Visual aids that support and engage, not distract or bore the audience - no more "Death by PowerPoint"
- Substantially reduced preparation time and feelings of overwhelm
- Authentic, professional presentations that deliver results for you and your organisation

**Let's tailor this program for you!**  
Call **0400 318 580** to discuss how.

**letsresent.com.au**