

100% Effective

0800 066 3749  
[www.100pceffective.com](http://www.100pceffective.com)

# Online Presentation Skills Training Course

Quality - Support - Innovation

This course will help you understand the core aspects of what makes an interesting and engaging presentation. You'll learn key tools and techniques to improve your existing presentation skills and be given tips on how to overcome nerves. At the end of the course you'll create a personal action plan so you can monitor how your presentation skills improve in the real world.

To ensure you have plenty of time to complete it, you'll get access for one full month.

The course contains games, interactions and quizzes plus it's fully optimised for tablets and mobiles. Your examination is included and on successful completion you will receive one CPD point.

In just a few short hours of interactive eLearning, this Presentation Skills training course will help you build on the strengths you already have and work on improving your weaknesses.

100% Effective's online Presentation Skills training has a high customer satisfaction rating, with an average score of 5 stars out of 5.



## At A Glance



Fully optimised



One month's access



Unlimited, lifetime support



5 CPD points

# Benefits

Presentation Skills training may be specific to public speaking, but the skills and confidence you gain can help you in all aspects of your life. Although you will probably always have some nerves when presenting, this course will help you harness those nerves and direct that energy into something more positive.

On completion of the Presentation Skills training you will:

- Understand what makes an effective presentation
- Know how to plan and deliver a successful presentation
- Develop a personal action plan to improve your own presentations
- Understand how to overcome nerves and issues

# Course Content

This course includes:

- Reflection on why you want to improve your presentation skills
- Why presentation skills are essential
- The key benefits of effective presentation skills
- What presenting is
- Understanding communication
- The seven messages of a good presenter
- Planning your presentation
- The Attention Curve
- How to structure a successful presentation
- Assessing success factors
- The 4 Ps of presenting
- Organising your presentation with the 3 Ws
- Presentation tips and techniques
- Overcoming nerves
- Planning the perfect presentation
- Personal action plan to build on your existing skills

# Is it for me?

There are no prerequisites for this Presentation Skills training course.

The course is suitable for people at all levels

and appropriate for all industries and sectors as it looks at the skills involved in presenting itself rather than content.



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