

Course Overview:

This intensive Five-days workshop teaches delegates the essential skills necessary to plan and build presentations, then to deliver them in the most effective way.

Course Objective:

- Learn basic techniques for presenting including the different methods of delivery.
- Prepare and deliver presentations and give and receive feedback on them.
- Deliver the presentations with optimal use of time
- Use audiovisual support to enhance effectiveness and delivery.

Course Outline:

- Importance of effective presentations
- Purposes of presentations
- Components of the presentation
- Characteristics of the powerful presenter
- Preparing for the presentation
- Preparing for presentation delivery
- Causes of fear from audience
- Methods of overcoming stage fright
- Audience analysis
- Audience knowledge level about topic
- Presentation physical setting
- Communicating with audience
- Dealing with audience questions
- Designing and using the audio visuals aids

Who Should Attend:

Individuals who are required to conduct high impact presentations, whether internally within an organization or externally to customers or the public

Training Language:

EN / AR

Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation

Venue | Date | Fees

Khobar | 31-12-2023 | 10,350 SAR
ONLINE | 31-12-2023 | 7,475 SAR
Khobar | 11-02-2024 | 10,350 SAR
Riyadh | 07-07-2024 | 10,350 SAR
Khobar | 11-08-2024 | 10,350 SAR
Riyadh | 18-08-2024 | 10,350 SAR
Riyadh | 22-12-2024 | 10,350 SAR
Khobar | 22-12-2024 | 10,350 SAR