



## **Presentation Skills 2- Day Course**

This is a two day practical and participative course where you will make effective presentations, whilst gaining confidence and optimising your true potential beyond your expectations.

### **Aims of the Course**

To provide you with the fundamental skills needed to deliver effective presentations to both internal and external audiences within the intelligence working environment.

You will be asked to prepare and deliver at least two presentations to the rest of the group and feedback will be provided.

### **Learning Outcomes:**

By the end of the course you will: -

- have gained confidence in your own ability to give presentations and developed a positive attitude to presenting before an audience
- be able to set realistic objectives and choose content appropriate for presenting to a specific audience
- be able to structure presentation material clearly, precisely and logically
- be able to use relevant and effective visual support material to enhance your presentations
- demonstrate your understanding of the basic delivery techniques by delivering two presentations to the rest of the group

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REGISTERED: ENGLAND

## **Course Content**

Subjects covered include:-

Objective Setting  
Audience Analysis  
Content Structuring  
Delivery Skills  
Giving & Receiving Feedback  
Notes and Visual Support

Enquiries regarding the booking of a place on this course, or the hosting of this course on-site in your agency should be made to Jim Devery, Director of RISC at the contact details shown at the foot of this page.

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