



"Presentation Skills & Elocution- The Art Of Public Speaking"

by ISLAMABAD BRANCH COUNCIL 2016-18

BALANCING VERBAL AND VISUAL IMPACT

- ◆ Understand body language and non-verbal cues
- ◆ Emotional and Behavioral Control
- ◆ Body language and non-verbal communication
- ◆ Tips and tricks

WHY COMMUNICATION/PRESENTATION FAILS

- ◆ Common reasons of communication/presentation failure
- ◆ Overcoming nervousness and stage fright
- ◆ Using fear/nervousness Positively

PRESENTATION SKILLS – DELIVERY

- ◆ How to Open with an Impact and to Engage audience
- ◆ Overcoming Nervousness
- ◆ DO's and DON'Ts – Stories, Humour, Activities & Visual Aids
- ◆ Impromptu Talk/Presentation – Tips & Tricks
- ◆ How to close your presentation/session
- ◆ Visual Aids – When, What and How to use

HANDLING DIVERSE PARTICIPANTS AND QUESTIONS

CULTURE AND COURTESY – ATTIRE, SELF GROOMING, DO'S AND DON'Ts

METHODOLOGY

- ◆ Highly Interactive Training Workshop involving participants
- ◆ Facilitated exercises, training interventions and Role Plays involving participants
- ◆ Case studies to drive the importance of subject areas
- ◆ Feedback to facilitate learning and counseling for any specific queries by participants

WHY ARE WE HERE !

- Significance of making effective presentations
- Communication and interpersonal relationships
- Challenges of Effective Communication
- Adult Learners, Learning needs and Learning Styles - why you need to learn them as speaker and presenter

CPD: 16 Hours

Participation Fee:

Students of ICMAP/ICAP	Rs:3,000
Members of ICMAP/ICAP	Rs:6,500
Non Members of ICMAP/ICAP	Rs:10,000



WORKSHOP FACILITATOR

Furqan Shamsi Trainer / OD Consultant, Social Confidence Coach

His areas of interest include Managerial and Behavioural themes including Personal Effectiveness, Team Dynamics and Leadership, Communications and PR, Negotiations and Self development. He is an IFC-World Bank Business Edge Trainer. He has also worked as Master Trainer and Training Consultant on projects by international organisations like USAID, MSI Inc., GIZ, School-To-School(STS), British Council, Save the Children and The Asia Foundation.

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