



## Professional Education Programs

### Course **Power Presentations- A Skills Building Class**

**Overview** This course is designed to build participants' communication skills. Effective presentations and public speaking skills are important in business, sales and selling, training, teaching, lecturing and generally entertaining an audience. Developing the confidence and capability to give good presentations, and to stand up in front of an audience and speak well, are also extremely helpful competencies for self-development too. Presentations and public speaking skills are not limited to certain special people - anyone can give a good presentation, or perform public speaking to a professional and impressive standard. Like most things, it simply takes a little preparation and practice.

**Objectives**

- Make participants more effective powerful presenters
- Improve their poise and confidence

**Who should attend**

- the class is designed for all levels of participation
- applicable to newly hired employees and top executives
- well suited for sales personnel
- all external and internal company presenters

**Prerequisites** Competency in English language

**Duration** 3 days (8 hours per day)

**Dates** March 17-19, 2010

9:30- 17:30

**Instructor** **J. Culver**, is a masterful presenter. He has delivered hundreds of speeches and motivational presentations to various public and private organisations worldwide. Mr Culver holds a BA in Communication Arts from Michigan State University as well as a Master's degree in Public Administration from Western Michigan University. He worked for many years in the radio, film, TV industries, both as producer and on-camera personality. His presentation classes have been conducted throughout the US and 8 other countries including Greece.

**Topics to be covered**

- How to organise a presentation
- How to interact with visuals
- How and when to use humour
- How to make a good introduction
- How to think on your feet
- How to overcome stage fright
- How to handle tough questions
- How to improve delivery
- How to develop a style
- How to improve graphics

**Tuition Fee** Single Participation: 800,00€  
Discount Policy  
Cancellation Policy





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**Program Registration** <http://hermes.ait.gr/registrations/multiple.php?prog=61>

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