

# SKILLS PROGRAM



BCONSULT



**SKILLS PROGRAM**

**PRESENTATION SKILLS**

**US: 116930 / 117923**

**ACCREDITED  
TRAINING**

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## SKILLS PROGRAM

# PRESENTATION SKILLS

## Course Purpose

Presentation skills are the ability to articulately deliver engaging, informative, and educational, presentations.

Why study presentation skills?

While public speaking is ranked among the most feared things in the world, like snakes, death and insects, channeling the fear of presentation to your benefit has the potential to make a person's bcareer. This standard unit in presentation skills is intended to aid candidates with a strong set of skills to confidently present.

**At the completion of the unit standard, a qualifying candidate can:**

- Perform a needs analysis and prepare an outline.
- Select presentation delivery methods.
- Practice verbal and non-verbal communication skills.
- Knock down nervousness.
- Develop and use flip charts with color.
- Create targeted PowerPoint presentations.
- Utilize white boarding for reinforcement.
- Describe how video and audio enhance a presentation and
- list criteria for determining what types to use.
- Enrich the learning experience with humor, questions, and discussion

## Duration

1-2 Days

# **PRESENTATION SKILLS**

## **Training Outcomes:**

- Deliver confident presentations.
- Deliver informative and educational presentations.
- Comprehend the purpose of your presentation.
- Plan presentations based on audience analysis.





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