

Synergy *Greek: synergos – working together...of two or more agents to produce an effect greater than the sum of their individual effects*

PRESENTATION & SPEAKING DYNAMICS

2024

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This programme can be tailored

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PRESENTATION & SPEAKING DYNAMICS

2–3 day programme incorporating video and feedback

OVERVIEW

- Building your individual 'brand'
- How to overcome nerves & anxiety
- Why presentations succeed and fail
- Linking confidence to competence, credibility, concern and connection
- Design – planning for success & finding the heart of the message
- Constructing messages that work & stick!
- Sculpting your performance to create a memorable impact – working with you
- Technical tips – slides, projectors, screens, microphones, film clips
- Q & A – handling the unexpected
- Large & small audience factors
- Receive a report & personal feedback on your strengths & capabilities

OBJECTIVES

A consistent ability to:

1. Deliver a professional presentation
2. Achieve your planned goal
3. Manage yourself to hi-performance
4. Manage your audience

RESULTS

A greater self-awareness & aura
 Increased self-confidence in public
 Ability to deliver clear, memorable talks
 Improved vocal quality & projection
 Win more pitches
 More innovation, enthusiasm & poise

TOOLS

Self-assessment presentation document
 12 page Personal communication report
 Pre-talk checklist
 Your personal performance DVD

PRESENTING & PUBLIC SPEAKING

CONTENT:

1. Self-assessment, authenticity, and developing your aura
2. 4 Power points: Preparation–Practice–Presence–Perspective
3. The difference between purpose and objective
4. The 'Tree' concept – structuring presentations or speeches
5. Using metaphors, stories and other techniques
6. Openings, endings & the body of your talk
7. Six Influencing steps – Attention, Need, Proposition, Satisfaction, Visualisation, Action
8. Delivering the message – body language, voice, words
9. Connecting with the audience – Insights Discovery model
10. Making your presentation interactive
11. Understanding your and others' communication preferences
12. Handling fear, anxiety, nerves, difficult audiences
13. Question & Answer sessions
14. Slides, video and equipment – achieving the right impact
15. Making it memorable – tips, ideas, 'insider' secrets!

Participants complete Insights Colours questionnaire via the Consulting website prior to attendance on the programme. A personal, individual comprehensive report is produced providing feedback on the following topics:

- » General overview of the person's main characteristics
- » How they prefer to communicate with others
- » Ideas for further development
- » How they prefer others to communicate with them
- » Strengths and limitations in their preferred style
- » A description of their 'opposite type' [difficult people]
- » How to handle people of opposite type to themselves

EACH PARTICIPANT WILL RECEIVE 1:1 FEEDBACK ON THEIR REPORT & THEIR CAPABILITIES BASED ON THEIR VIDEO PERFORMANCES WITH GUIDANCE ON SETTING ACTION PLANS