

Developing Skills in Public Speaking

Presenting to a room full of people is more than just talking, it's a performance. Public speaking and presenting is an essential requirement for all aspects of business life and life in general. A great presentation can help you clinch a sale or a new job, captivate an audience or teach your own skills to others.

Communication is the new currency and fortunes can be won or lost on the back of how we present ourselves and yet unlike some cash-rich people who were born into money, it's a myth to believe there are 'born speakers'.

'Developing skills in public speaking' will demonstrate the techniques needed to impress and influence an audience of any size and show you how to polish the skills you already have.

Overview

According to a recent survey, 56% of British people stated that speaking in public was one of their biggest fears (placing it higher than death itself!). This fear comes at great cost for an individual's career, as having the skills to deliver a great presentation has an extremely positive effect on a person's standing within a company. Luckily, a fear of public speaking can be overcome through training.

Throughout history, the most powerful people have always been fantastic public speakers who are able to gain the trust of people through their oratory talents. Towers of history such as Winston Churchill and Martin Luther King are best remembered for their speeches as well as their actions, proving that presentation skills are the defining factor in leadership.

Tutor Information – Paul Lockitt

In terms of winning awards no-one comes close to your trainer and broadcaster Paul Lockitt who has more than 30 years of radio, TV and teaching experience behind him.

Paul has scooped the Sky/ITN National News Broadcasting Award no less than 5 times - 3 of those were won consecutively and there have also been honours for his presentation talents at the New York Radio Festival & the O2 Media Awards.

More than 20 years in the hot seat at Key 103, Sky TV and Granada makes Paul a much sought-after speaker, lecturer and host for workshops in presentation skills, crisis media and

broadcasting expertise at universities, colleges and in the private & public sector for police and fire chiefs. He has chaired public questions and answer sessions with top level politicians including Prime Minister David Cameron, Deputy Prime Minister Nick Clegg and former Prime Minister Gordon Brown.

Agenda

09.30	Registration with tea and coffee
10.00	New Beginnings <ul style="list-style-type: none"> • Structuring an opening to leave them open-mouthed • What's The Point? – defining the 'message'
10.30	Body Talk <ul style="list-style-type: none"> • Good and bad habits • Body language • Dealing with Nerves
11.00	Working Break
11.20	60-second Presentations
12.10	The Voice <ul style="list-style-type: none"> • How to switch on the power of voice
1.00	Lunch
2.00	Content Building
2.30	Questions And answers – handling tough questions
3.00	Working Break
3.20	Group Presentations
4.20	Big Finish

Learning Outcomes

By the end of this one day course in Public Speaking, delegates will know how to:

- Handle nerves and fight the fright
- How to fully prepare for presentations
- Using 'The Voice' to communicate with confidence
- Developing the 'message' for maximum effect
- Body Language. Learn some skills you can lean on
- Basic mistakes and how to avoid them
- Caught on camera. Film of your training for your eyes only

If you are interested in learning more about this Public Speaking training course or other courses available, please contact us on 0845 431 0433 or cpd@salford.ac.uk