



Seminar Presentation Skills Training

Hosting a seminar can be quite challenging especially when it comes to finding a presenter. It requires a balance of being an educator, demonstrator and public speaker. Each of these roles is demanding on its own. When combined they become more complex. The beauty of seminars lies in their simplicity and cost effectiveness. Seminar presenters must possess the ability to convey knowledge and lessons to participants effectively as teachers do over several months. However financial constraints can make it difficult to afford presentations or necessary materials. This can also put pressure on the speakers as they strive to maintain their audience's attention while juggling all these elements.

Course Overview

At the beginning of the workshop participants will have the opportunity to get acquainted with each other and discuss what will be covered throughout the day. Additionally, individuals will be able to identify their personal learning goals.

This one-day course is designed to assist you in teaching participants;

- Enhancing nonverbal communication skills.
- Building self-confidence.
- Employing strategies, for delivering presentations.
- Understand the significance of having a plan.

Creating the Program

In this session participants will gain knowledge on conducting a needs analysis and crafting a presentation outline. They will also learn research writing and editing techniques.

Choosing Your Delivery Methods

This session will explore methods and the key factors to consider when selecting them.

Verbal Communication Skills

Participants will learn about the difference, between listening and hearing effective questioning techniques and powerful communication strategies.

Non-Verbal Communication Skills

During this session participants will discover types of verbal communication and how they convey meaning to the audience.

Overcoming Nervousness

Participants will understand the importance of preparation. Be introduced to various techniques for overcoming nervousness in order to deliver confident presentations.

Creating Engaging Visual Aids (Flip Charts)

In this session participants will learn all the preparations before their presentation involving aids, like flip charts.

Creating Impactful PowerPoint Presentations

During this session participants will be introduced to tools required for creating PowerPoint presentations. They will also learn about techniques, for delivering PowerPoint presentations and understand the importance of having a plan.

Impress with the Whiteboard

In this session participants will be introduced to both digital whiteboards. They will also receive guidance on using colors

Engaging Videos and Captivating Audio

During this session participants will discover the tools for creating videos and audio content. They will also gain insights into tips and strategies, for delivering PowerPoint presentations well as understanding why having a backup plan is crucial.

Wrap Up of the Workshop

Towards the end of the day participants will have an opportunity to ask any questions they may have and complete an action plan.

Visit <https://paramountraining.com.au> for more information or call 1300 810 725