

This course provides delegates with the tools they require to create presentations which are structured, persuasive and – most importantly – achieve the buy-in and results that they are after. The journey of creating and delivering a successful presentation is covered and the opportunity for performance feedback provided.

For all dates and venues, see [here](#) or call **0800 619 1230**

This course can be taken individually or as an optional module for an Impellus Certificate of Learning at Level 3.



Optional ILM courses: Coaching Skills for Managers, Delegation and Time Efficiency, Developing Winning Teams, Effective Communication Skills, Managing and Appraising Performance, Managing Change and Innovation.

Optional Commercial Skills courses: Finance for non-financial Professionals, Key Account Management, Negotiation Skills & Techniques.

9:00 – 9:30	Delegate registration, refreshments, networking opportunity	
9:30 – 10:00	<ul style="list-style-type: none"> Welcome, overview and introduction to the programme Delegate introductions 	
10:00 – 11:15	<ul style="list-style-type: none"> Understanding the value of professionally designed presentations to an organisation Discovering what makes a presentation good or bad 	<ul style="list-style-type: none"> Establishing aims, objectives, and personal and audience-desired outcomes <p><i>The initial session gets right to the heart of our need to present within a business context before delegates establish what makes successful presentations and where they need to focus in future. Time is then spent identifying the aims and objectives for their own presentation before using the essential presentation building questions needed to create focused content.</i></p>
11:15 – 11:30	Break and networking opportunity	
11:30 – 13:00	<ul style="list-style-type: none"> The correlation between brain function, learning preferences and delivery options Establishing techniques to be memorable and present with lasting positive impact <p><i>The session begins with delegates examining how their presentations can be made memorable and engaging by understanding how the brain takes in information and learns. Delegates then learn a powerful structure to base presentation content around followed by an opportunity for delegates to begin building their presentations using the structure.</i></p>	<ul style="list-style-type: none"> Developing content around a persuasive structure
13:00 – 14:00	Lunch	
14:00 – 15:15	<ul style="list-style-type: none"> Professional delivery techniques to increase influence and buy-in Appropriate methods and means of delivery <p><i>This session will give delegates the opportunity to identify the skills of a successful presenter by looking at their own personal style and how this can be enhanced to improve impact. The power of words and style are explored to deliver a high impact message.</i></p>	<ul style="list-style-type: none"> Delivering powerful and engaging messages
15:15 – 15:30	Break and networking opportunity	
15:30 – 16:30	<ul style="list-style-type: none"> Predicting and handling difficult questions Building your presentation to create a natural flow <p><i>The final session allows delegates to identify the challenges that may arise and consider how to deal with them effectively. Delegates will then apply the learning of the day to their own presentation to make their content flow to increase influence. The day concludes with action planning.</i></p>	<ul style="list-style-type: none"> Bringing it all together and action planning

All Impellus courses are designed to be enjoyable and highly informative. Delegates are given a welcoming and comfortable environment in which to reflect, challenge and learn. The focus is on being able to bring new skills and thinking back into the workplace.