

Presentations Skills & Leadership Training With Renee Smith



Welcome

Intro

WHS - evac

Housekeeping

Rules of engagement

Breaks

Style

A yellow paper boat is shown on a white surface. The boat is made of folded paper and has a small red line on its side. It is positioned in the lower-left corner of the slide.

Course Objectives

- Deliver engaging presentations
- Design presentations
- Manage outcomes and teams
- Leadership skills
- Effective Communication



What is Public Speaking?

V1.0 2021



Direct vs Indirect

Are you an inferential
communicator or do you say
what you mean?

Communication
should be...

Concise

Succinct

Well articulated

Well projected

How to be Engaging...



Do you
Listen?
80/20



Persuasion

Active Listening

Clarify understanding

Open ended questions

Open body language

Use presuppositions

Agreement Frame



I appreciate and...



I respect and...



I agree and...



Avoid:




but, I understand, yet, however

Leadership Principles



How to be a Great Leader





Chunking & Sequencing



Meeting Do's & Don'ts

- Don't interrupt, belittle, dishonor, discredit
- Take Responsibility
- Speak clearly and confidently
- Speak with intention, know your outcomes

What have you learnt? Share Activity



Summary of key concepts

- Vocal variety, engagement
- Communication model
- Meeting do's and don'ts

- THANK YOU
- Feedback forms
- What next?

