

Powerpointless

Low Tech Presentation Skills

A darkened room, a gently whirring projector and a monotone voice issuing from a shadowy figure. Is it any wonder people fall asleep?

Save money, time and effort

Come back in to the light and learn how to use your voice, knowledge and personality to get your point across to people who are awake and engaged.

OUTCOMES

By the end of the day delegates will have

- techniques for effective preparation for a presentation
- a personal resource of memory tricks to call on when planning presentations
- vocal techniques for clear and engaging presentations
- knowledge of the benefits and hazards of props
- confidence to take control of the presentation environment
- awareness of different approaches to microphone use
- enhanced awareness of the impact of their own body language, an understanding of the benefits of consciously improving it, and the knowledge to do so
- skills in narrative structure
- a variety of techniques to get and maintain audience engagement
- awareness of the advantages and drawbacks of presenting in a team
- tricks for dealing with problems during presentations

EFFECTS

Less time spent creating slides

Lower stress about presentations

Less technology use

More confident and skilled presenters

Better communication

BENEFITS

More time spent focusing on the message

More enjoyable presentations (to watch and to give); healthier staff

Existing projectors/screens last longer, fewer need to be purchased; less electricity used; more money saved; lower carbon footprint

More engaging and effective presentations; happier staff, stronger company message

Increased efficiency

Includes

- Pre-presentation preparation
- Memory tricks
- Finding your voice
- Props
- Controlling your environment
- How to deal with microphones
- Audience engagement
- Interaction
- Getting the point across
- Team talking
- Bugger factors