



*People in Progress,
Making a Difference*

Executive Presentation Coaching

This is one-on-one coaching with a trained Presentation Skills Coach. The coaching is for seasoned presenters who wish to enhance their skills or increase the impact of their presentations. Coaching includes setting skill development objectives, review of presentations slides and notes, rehearsal with the coach and observation of real presentations where the coach critiques and gives feedback real time. This is for those Senior level communicators who have the "basics" and wish to move to the next level.

Outcomes

Participants will receive feedback on their presentation slides, notes and delivery in rehearsal and at live presentations.

The coach will note feedback and critique in the following areas:

Presenter Preparedness

- ▶ Developing ways to overcome nervousness
- ▶ Maintaining a positive mental attitude
- ▶ Eliminating your symptoms

Understanding Of The Audience

- ▶ Analyzing each audience's psychographic and demographic characteristics
- ▶ Determining your presentation objective with your audience in mind
- ▶ Using three factors to increase your credibility and confidence

Presentation Messaging and Format

- ▶ Designing the close to establish commitment
- ▶ Outlining the body to present gaps and solutions, features and benefits
- ▶ Creating the opening to gain audience attention

Presentation Delivery

- ▶ Maintaining audience interest
- ▶ Handling questions, interruptions and curve balls
- ▶ Listening with understanding
- ▶ Using audio/visual equipment to enhance the presentation
- ▶ The effective use of PowerPoint