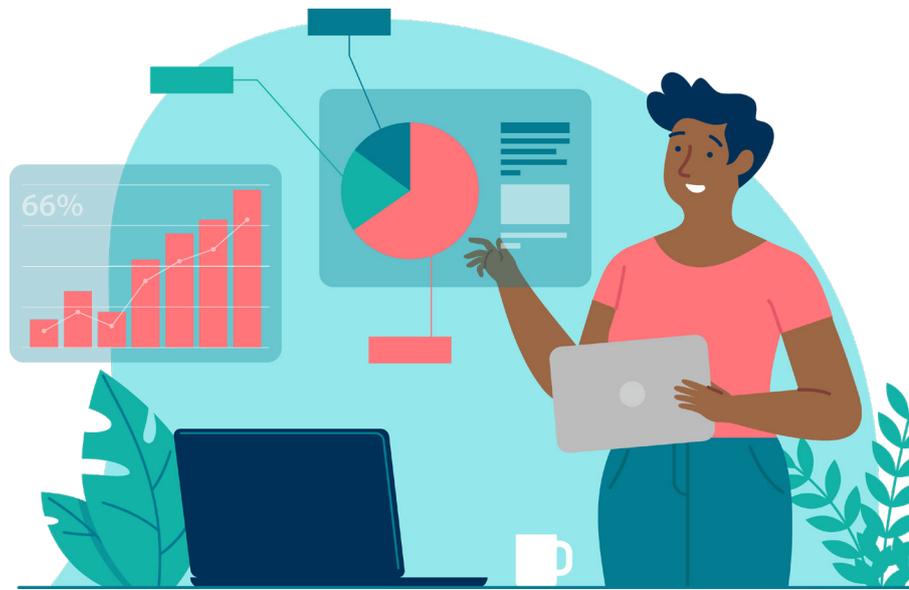


# Presenting with Confidence



Effectively structuring and presenting ideas requires empathy for your audience, creativity in your presentation, and logic in your storytelling.

This course will provide you with proven techniques for effectively structuring your ideas when presenting to peers and senior stakeholders, as well as developing your communication and presentation skills for a professional environment.

In collaboration with the NHS, Pearson TQ has developed a one-day face-to-face training programme that will help to develop your confidence in delivering effective presentations, both online and face-to-face.

The programme includes a support handbook with knowledge, hints and tips on delivering professional presentations, as well as signposting to useful resources which will be a valuable toolkit you can reflect on and use when preparing for and delivering presentations. The activities within the handbook are based on real life NHS work-based examples and will be used to inform the discussions during the one-day workshop, allowing you to practice the skills needed to deliver a dynamic, effective and impactful presentation in a safe environment with feedback and guidance to improve and build confidence.

By the end of the workshop you will have gained proficiency in critical skills fundamental to structuring and presenting ideas that support your career development.

# Programme Overview

<b>Pre-reading</b>	A <b>Support Handbook</b> will be used to inform the discussions during the workshop and can be used to make additional notes and kept to reference for your future presentations.
<b>Objectives</b>	<p>Key learning objectives of this one-day face-to-face programme:</p> <ul style="list-style-type: none"><li>• Make the most of your natural style to give an authentic presentation</li><li>• Adopt a relaxed, confident approach</li><li>• Structure your content and strategy in such a way as to influence outcomes and provide maximum clarity and impact</li><li>• Engage with the audience, addressing their specific requirements, and respond to questions and challenges authoritatively</li><li>• Be persuasive, effective and memorable</li><li>• Use technology to your advantage.</li></ul>
<b>Topics</b>	<p>Workshop topics include:</p> <ul style="list-style-type: none"><li>• Why prepare for presentations</li><li>• What to prepare for presentations</li><li>• Expectations of the audience</li><li>• How to prepare for presentations</li><li>• Recognising your audience</li><li>• Structuring presentations</li><li>• Use of visual aids</li><li>• Practising presenting techniques in a supportive environment to enable you to present with impact when presenting remotely online and in person</li><li>• Stress management</li><li>• Hints &amp; Tips – dos and don'ts; sharing and learning from good and bad experiences; techniques to derive answers to any question.</li></ul>
<b>Benefits include</b>	<ul style="list-style-type: none"><li>• Improve skills in communicating - speak with confidence and overcome nerves whilst delivering presentations</li><li>• Peer networking and support</li><li>• Self-reflection</li><li>• Bring an authentic approach to every presentation</li><li>• Handle the most difficult questions</li><li>• Use creative thinking skills and strategies</li><li>• Be more resilient to the changing environment.</li></ul>