

## **How to Effectively Deliver Presentations in a Hybrid World: *Deliver Presentations with Power, Persuasion and Impact* Virtual Workshop**

How to Effectively Deliver Presentations in a Hybrid World: Deliver Presentations with Power, Persuasion and Impact Virtual Instructor Led Training Session aims to equip participants with presentation skills that make the desired personal and organizational impact—whether in person or online. The digital age requires some level of adaptation of presentation skills for new and experienced presenters.

### **Have you ever delivered an online presentation and ...**

- Felt your heart pounding and palms sweating?
- Forgotten your content or the ability to find the right word?
- Felt disconnected from your audience?
- Froze when asked a question?
- Not sure of the impact you have made?

*In today's competitive business arena, effective communication skills are a must! Professionals must be able to concisely and clearly express their thoughts to various audiences in different ways.*

There are many critical challenges facing the business presenter today; not least of which is keeping an audience engaged. You need to know how to create and articulate a clear and concise message, respond to questions, and create and use compelling visual aids. This interactive, energetic virtual workshop will provide the presenter with all of the strategic skills required to deliver a winning presentation in person and online. The workshop will help participants reinforce these skills with practice and feedback.

### **You should attend if online you...**

- Present to groups of any size
- Train people in your organization
- Give reports, briefings, staff updates
- Make formal presentations to clients/customers
- Want to fine-tune existing presentation skills

**After this workshop, you'll be equipped to ...**

- Prepare your technology and yourself for virtual presenting
- Identify what is critical to delivering clear and concise presentations and graphically appealing documents
- Learn strategic storytelling techniques to grab and keep your audience's attention
- Learn to manage Q&A on the spots

**Effective Presentations workshop features ...**

- Detailed one on one coaching
- Practical practice reminders
- High energy audience interaction
- Proven contemporary theory and application

**Content**

- Plan and strategize for your in-room and virtual meeting
- Learn the components of effective communication
- Identify and plan for your audience
- Learn the techniques for persuasive storytelling
- Learn strategic presentation writing techniques
- Gain insight into how to manage Q&A on the spot
- Prepare for your meeting with your presentation and technology checklist
- Learn tips on keeping a hybrid audience engaged
- Practice your presentation skills in a safe zone



Your Total Training Resource

## Registration Information

**Time:** This is a 6.5-hour virtual workshop from 9am - 4:30pm with a 1-hour lunch break.

**Pricing:** The per person fee for 1-2 participants is \$495.00; for 3 or more the fee is \$445.00 per person.

### Other Information:

- The session will be delivered on the Zoom platform so all participants will work from their own workspace and use their own computer. Zoom has video capability but, if the participant's computer is not equipped with a camera, audio will also work.
- To register we will need the name of each participant and their email address.
- **Five (5) days before the date of the session we will send each participant an electronic copy of the course materials. Additionally, we will provide a link of a Meeting ID that when clicked on will allow the participant to enter the training room. Please have participants check their spam/junk folders starting 5 days before the session as often the invitation may end up in that folder- info will come from [smalan@c-kg.com](mailto:smalan@c-kg.com).** For those signing up less than 5 days prior, it will be no problem as we will immediately provide this information.
- Participants should enter the Zoom training room at least 15 minutes before the start time.
- The session will be limited to 10 participants to allow for, and ensure, maximum interaction, participation and engagement.

**To register** or for additional information either email, phone or complete the [online registration form](#).

**Email/Phone:** Ken Keller ([kkeller@c-kg.com](mailto:kkeller@c-kg.com) 847-331-9497) or Darryl Harris ([darryl.ckg@gmail.com](mailto:darryl.ckg@gmail.com) 630-730-4393) or Sue Malan ([smalan@c-kg.com](mailto:smalan@c-kg.com) 630-495-0505)

**Register online:** [Complete form by clicking here](#). If you register online, a confirmation email will be sent to you with next steps and payment details. Please note we accept checks as a form of payment.

**[To see a complete list of our current workshops click here.](#)**

Customized onsite workshops are also available in person and virtually and are instructor led. Please contact us with any questions.