



Presentation Skills

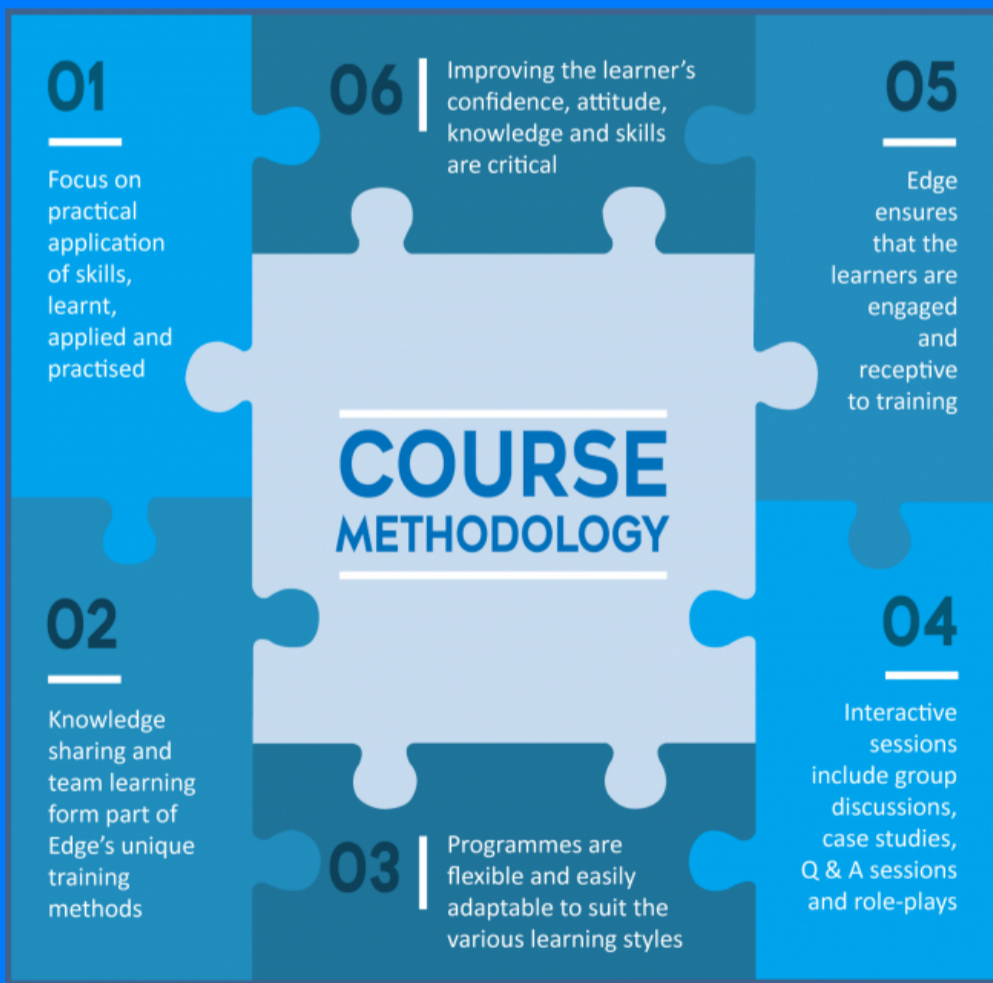
NQF Level 3 Unit STD - 13934 *Accredited Short Course*

Workshop Outline

- Define a presentation and understand the correct structure using visuals, voice, words etc.
- Analyse the type of presentation and target audience
- Ascertain the purpose of your presentation
- Identify the do's and don'ts of effective body language when presenting
- Understand the environment you will be presenting in and analyse your audience
- Identify and help you to overcome the negative symptoms of nervousness when presenting
- Understanding manipulative language

Objective

By the end of this course you will be able to correctly structure a presentation using a variety of visual aids as well as make use of your voice, words and body language to effectively present. You will know how to consider the environment you will be presenting in and analyse your audience which will help you to overcome the negative symptoms of nervousness. Successfully setting the correct tone of the presentation from the beginning, holding the audiences' attention and being able to handle questions professionally.



About Edge Training

With an extensive track record spanning over 22 years in training, Edge Training boasts a Level 1 BBBEE Scorecard, a nationwide presence, and full accreditation with multiple SETAs. In collaboration with our BEE partners, we are wholeheartedly committed to addressing Skills Development Challenges within the BEE framework in a substantial manner. Whether you're in need of an Accredited Short Course, a comprehensive Soft Skills Workshop, or a Learnership programme, our team of highly skilled and dedicated professionals stands ready to provide tailored solutions. We handle all aspects of sourcing learners and managing the necessary requirements for disabled and unemployed Learnerships. Furthermore, the majority of our Learnerships and Workshops are conveniently available as online courses, making your learning accessible and flexible.

Get in Touch

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