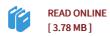




## Effective Presentation Skills: Participant's Guide

By International Training Corporation

John Wiley and Sons Ltd. Paperback. Book Condition: new. BRAND NEW, Effective Presentation Skills: Participant's Guide, International Training Corporation, Create top-notch presenters! When presenting ideas and concepts to colleagues or selling to customers, even the best idea can be lost in a poor presentation. Effective Presentation Skills is a ready-to-use training package that focuses on learning through experience and one-to-one coaching. Everything you need to conduct the workshop is here: step-by-step administrator's guide, with sample flip charts, program exercises, and evaluation forms, overhead masters, video program with modular exercises, administrator's video instructional guide, comprehensive participant's guide. Give your employees the tools they need to effectively convey their important messages?with Effective Presentation Skills. Bonus! Purchasers receive one year of FREE service from International Training Corporation to ask questions and receive presentation critiques. Each of three modules completely covers a specific area Plan a presentation?identify the purpose of the presentation and analyze the audience Prepare a presentation?organize topics into specific categories, prepare for questions, practice the presentation Prepare and use visual aids TIMING: Can be conducted in 1 or 2 days and can be adjusted to fit participant needs AUDIENCE: All levels of employees.



## Reviews

The ebook is straightforward in read through preferable to comprehend. It is definitely simplified but shocks within the fifty percent of your pdf. Your lifestyle span is going to be transform when you total reading this publication.

-- Dr. Jarrett Bednar

Very useful to all of class of individuals. It is really simplistic but excitement from the 50 % in the ebook. I realized this ebook from my i and dad recommended this pdf to learn.

-- Miss Odessa Kunde