

N853: Making Impactful Presentations Remotely

Instructor(s): Andy Beech

Format and Duration

Classroom - 1 Day

Virtual - 2 Sessions

Summary

This course has been designed for professionals in the Energy Industry and is delivered as a short but impactful learning experience across two webinar sessions, providing participants with the skills and mindset to enable them to deliver highly impactful presentations in a virtual setting.

Business Impact: It was hard enough to make highly impactful presentations when we had a live audience. Making a virtually delivered presentation highly impactful has many additional challenges. How clear is our message? How do we manage discussions? How do we gauge engagement? How can the technology help us? How can the technology get in the way? How does the virtual environment affect the feelings of trust and credibility, and the attention span of our audience? We will answer all these questions and equip you with the **tools and confidence** to enable you to make presentations that are **highly engaging** and **achieve your presentation objectives**.

Learning Outcomes

Participants will learn:

1. To prepare for all presentations by having clear objectives using the “know, feel, do” framework.
2. How to deliver a compelling opening that immediately engages the audience.
3. To adapt existing presentation skills into the remote environment.
4. Learn to tell stories to convey a message.
5. Techniques and the equipment you need that will enhance your virtual presentation.
6. How to keep your audience engaged in a virtual setting.

Training Method

This is a classroom or virtual classroom course comprising presentations, group discussion, and practical exercises.

Who Should Attend

This course is suitable for anyone wishing to enhance their current skill set to deliver impactful presentations in the challenging remote workplace.

Course Content

Pre-Session Activities

- Participants keep a note of their feedback on presentations that colleagues give in the workplace. What they liked and what could be even better
- Participants think of someone who they admire for their presentation skills. What is it about them that they admire?
- For their next real-life presentation, write down what they would like their audience to know, feel and do (template provided)

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Session 1

- Begin with the end in mind
- STATE, structure, content
- Create a Compelling Opening
- Telling Stories
- What visuals to use and how many?

Personal Action Plan

Participants prepare for their next real-life presentation.

Session 2

- The virtual world considerations
- Know your audience
- Keeping engagement
- How many slides?
- What platform and what functionality to use/not use?
- How do you look on camera and does it matter?
- What equipment do we need?
- How to get feedback and keep engagement
- Practice and get feedback