

### Explicit Program Objectives

Upon completion of this program, participants will conquer these areas:

#### Module One: Understanding the Adult Audience

- Recognize characteristics of adult learners.
- Understand the key elements of the learning process.

#### Module Two: Developing a Dynamic Delivery

- Identify the purposes of presentations.
- Discuss ways to overcome the fear of speaking in front of a group.
- Determine how to captivate your audience within the first 30 seconds.
- Use body language to maintain interest.
- Develop techniques to become an effective presenter.

#### Module Three: Speaking with Conviction

- Identify types of speeches.
- Understand how to prepare your topic.
- Define different types of delivery.
- Determine key elements when writing a speech.
- Assess ways to deliver your message.
- Identify techniques to interact with the audience.

#### Module Four: Presenting with Purpose

- Understand different types of business presentations
- Determine your approach.
- Utilize five key components of business presentations.

#### Module Five: Raising Retention

- Enhance retention through group discussions.
- Understand the importance of demonstrations as a form of learning.
- Recognize the importance of asking questions while facilitating.
- Solve training situations you may face.

### Implicit Program Objectives

- Gain an understanding of how to effectively develop a presentation.
- Determine ways to capture and maintain the attention of the audience.
- Assess the role of body language and non verbal movements when enhancing delivery.
- Develop the required skills to use when speaking in front of a group.
- Identify ways to raise retention and results while presenting.