

Personal Coaching for Oral Presentations

Personal coaching is, well, just that—personal. Our presentations skills consultants will tailor their coaching process to your exact presentation training objectives. For example, they can help you in any of the following ways:

- Brainstorming to create speech/presentation content
- Fine-tuning the presentation content already developed (adding anecdotes, analogies, alliteration, data, quotations, interactivity, statistics, transitions, and so forth)
- Improving your presentation delivery style (eye contact, gestures, posture, movement, facial animation, vocal variety, energy, and animation)
- Reviewing presentation visuals or helping to create them
- Helping you to think on your feet and respond to questions appropriately
- Building rapport with audiences in large- or small-group meetings and even in one-on-one interactions
- Dealing with difficult personalities and political sensitivities in your organization or client situation
- Practicing teleprompter techniques
- Scriptwriting and reading (when a script is required)
- Recommending equipment setup and room layouts

You will receive both consultant and video feedback for ongoing career development.

Who Should Be Coached

Presenters or teams preparing to develop content and hone delivery skills for a specific speech or business/technical presentation; those presenting sessions at industry meetings; those presenting important client proposals, those launching new product lines; executives preparing for an IPO; business owners seeking venture capital; high-potential employees wanting to gain promotions through high-visibility speaking opportunities

Materials/Texts

Participants will receive copies of the following texts by Dianna Booher: *Speak with Confidence!: Powerful Presentations That Inform, Inspire, and Persuade* (McGraw-Hill); *Communicate with Confidence!: How to Say It Right the First Time and Every Time* (McGraw-Hill); *Executive's Portfolio of Model Speeches* (Prentice Hall); *The Voice of Authority* (McGraw-Hill).

Group Size

1 participant, or a small team of 2-4 involved in developing and delivering a single presentation