



COMMUNICATION
EFFECTIVENESS

Public Speaking



COURSE SPECIFICATIONS



FORMAT

- In-House



DURATION

Training is given in one day (6 hours)

(The content and the duration of this session can be adapted for a personalized on-site training.)



TARGET AUDIENCE

Anyone who is called to speak publicly in their professional activity and wishes to influence more effectively and project confidence.



DELIVERY METHOD

Instructor-led, group-paced, classroom-delivery learning model with structured, hands-on activities. Participants' experiences are used as support to put new notions into action.

Highly personalized and interactive approach, the groups are limited to 15 participants.



LANGUAGE

Available in:

- French
- English



CERTIFICATION

Training Certificate

Emploi
Québec



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DESCRIPTION

The **Public Speaking** course allows participants to learn the methods, instructions, and processes required to speak in public with confidence. Participants will learn step by step how to prepare their speeches and to present it in public, dealing with stage fright and getting the audience to listen. At the end of this training, participants will have to present a five-minute speech that will be evaluated by the trainer and the rest of the group.

OBJECTIVES

ALLOWING THE PARTICIPANT TO:

- Plan their speech and organize their ideas.
- Overcome his fear of speaking in public and to feel more comfortable in front of an audience;
- Gain confidence and improve their delivery skills.
- Speak with the goal of persuading and influencing with his voice and body.

COURSE CONTENT

ORGANIZING IDEAS

- Adapting the speech to context and audience
- Having clear objectives
- Gathering information
- Structured content

METHODS

- Preparation
- Elaborating structured content
- Introducing the subject
- Delivering the message

BODY LANGUAGE AND VOICE

- Working on the non-verbal - gaze, gestures
- Working on the para-verbal - voice tone, rhythm, breathing, etc.
- Working on the presence - posture and movements
- Increasing effectiveness of non-verbal language

STAGE FRIGHT

- Reducing stage fright and timidity
- Ensuring credibility
- Developing the power of persuasion
- Cultivating charisma
- Sparking interest

PERSONAL ACTION PLAN