# VIRTUAL PRESENTATIONS

Learn how to pivot your presentations to a virtual delivery and engage your audience from the very first slide!

## For Business Professionals

#### Who should attend?

- Business
  Professionals
- Individual
  Contributors
- Sales Professionals
- Managers / Supervisors

### How you will benefit...

- Discover the keys to delivering more engaging virtual presentations
- Align your three channels of communication for authentic engagement
- Identify areas for improvement for your virtual presentation with coaching and feedback sessions
- Practice using engaging body language movements over a virtual platform to boost your connection with the audience
- Construct a presentation purpose and conduct an audience analysis in less than 6 minutes
- Develop the essence of your message to make it more memorable
- Construct a structured message
- Use virtual delivery and engagement techniques
- Learn the powerful tools of a virtual delivery platform
- Review a process for handling questions virtually
- Identify how to create more attractive and engaging slides

### Course Content

#### **Public Speaking**

- What makes a virtual presentations bad?
- Virtual presentation best practices

#### Virtual Presentation #1

• Personalized coaching / Peer feedback

#### **Communication Factors**

• Alignment of words, voice, & body language message

#### **Preparing your Presentation**

• Presentation purpose & Audience analysis

#### **Developing your Presentation**

- Creating the essence of your message
- Developing a structured body for your message

#### Virtual Platform Engagement

Engagement techinques & virtual platform best practices

#### **Questions and Slides**

Handling questions & effective slide design tips

#### Presentation #2

• Personalized coaching / Peer feedback

#### Implement to Improve



## VIRTUAL PRESENTATIONS

### **Course Activities**



#### Learn to Engage Virtually

Use group discussion and personal presentation activities to practice engagement.



### Discuss Virtual Platforms, Questions, and Slides

💬 Virtual

Review unique capabilities of a virtual world, how best to handle questions, and design simpler slides.



### Deliver a Baseline and Final Presentation

Present to the class and receive coaching and feedback on your skills. Your first presentation is a baseline and your second incorporates what you learned.

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#### **Deliver a Final Presentation**

**Delivery Formats:** 

<mark>Щ Classroom</mark>

Deliver a final presentation using the skills and tools learned in class. See your improvement and continue to gain valuable feedback.



#### Learn to Align Communication

Learn to remove distractions in your words, your voice, and your body language.

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#### Build Your Message

Use powerful preparation and messaging tools to take make your message stick for any audience.

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