



IMPACTFUL PRESENTATION SKILLS

21-22 September 2022

The Saujana Hotel Kuala Lumpur – Malaysia



Limited seats available
GRAB YOURS NOW!!

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INTRODUCTION

Presentation is an important life skill that unfortunately is seldom emphasized during our early and learning years. In fact, this trend continues even up to tertiary education and early working life for many people. It is usually assumed that once you have the necessary knowledge and skills, you should be able to present them effortlessly. Thus, the predominantly lopsided focus on knowledge acquisition and little or no attention paid to presenting what we know in an interesting, inspiring, integrative and interactive manner.

The ability to present in a clear, concise and convincing manner to a wide variety of audiences enhances our ultimate effectiveness in life and at work. So many excellent plans get passed over because of less than stellar presentations resulting in doubts and inadequate buy-ins. On the other hand, lesser projects sometimes get the nod because of the impressive presentations and other “softer” factors supporting them.

This program explores the intricacies of presentations and dissects the important components for easier learning and assimilation. We then provide a step-by-step approach to building presentation skills. It includes tips, guidance and a hands-on experience in developing and presenting an effective presentation.

BENEFITS OF ATTENDING

Upon completion, participants should be able to:

- ✓ Identify the key features of an effective presentation
- ✓ “Own” the stage and develop stage presence
- ✓ Acquire the confidence, poise and proficiency in presentation
- ✓ Plan, prepare and deliver winning presentations
- ✓ Practice incorporating and using the various techniques during presentation
- ✓ Close your presentations with impact and style

COURSE OUTLINE

Presentations

- › Definition of “Presentation”
- › Importance of Presentation Skills
- › Skills mean they can be learnt, honed and improved

Foundations of effective presentations

- › As simple as ABC
- › As simple as ABC
- › ASK when in doubt
- › ACT for best results

Planning

- › What, Why, When, Who & How
- › Words, Language and Questions
- › Cutting edge techniques & technologies

Preparing

- › Resources, Activities and Self!
- › Patterns, Habits & Personalities
- › Internal dialogue & the confidence factor
- › Reduce and minimize your WANTS
- › Interaction & Interpersonal excellence

Performing

- › Build-up – Beginning – Boosting – Berthing – Bye-bye
- › Building credibility & rapport
- › Stage presence & owning the stage

Perfecting

- › Adopting & living the kaizen spirit!
- › Maintaining a positive and progressive outlook
- › Practice & Action Plan



EUGENE TAN CREDENTIALS

Certified NLP Trainer
 Certified Master Trainer – Hypnotherapy
 Board Certified Hypnotherapist
 Certified Professional Speaker
 Directive Communication Psychology Certified Trainer
 Certified Stress Management Consultant
 Certified NLP Master Practitioner
 Certified Neuro-Semantics Master Practitioner
 Certified NLP Coach
 Certified “Words that Change Minds” Language and Behavior Profile for Coaching Practitioner
 Certified Master Practitioner of Time Line Therapy
 Certified Practitioner of Time Line Therapy
 Certified NLP Practitioner
 Certified Hypnotherapist
 Certified Hypnotist

METHODOLOGY

This program uses a combination of lectures, demonstrations and practice sessions to enhance the overall learning process. The tips and techniques are built into the whole presentation and explained in “real time”. This ensures maximum understanding and application value for participants to better determine and control the outcomes of any presentation sessions.

WHO SHOULD ATTEND?

This program is suitable for all management personnel, who have the responsibility to present new or existing topics from time to time. It is also suitable for those who have the occasional duties to design and develop topics from the ground up.

EUGENE TAN has been actively involved in various capacities of training and development for different organizations since 1993.

As a Certified Neuro Linguistic Programming (NLP) Trainer, he uses key concepts of NLP combined with Accelerated Learning principles for maximum effect during his sessions. With a keen understanding on the what, how and why of learning, his sessions are designed to maximize learning absorption and retention. Being a practical person, the ideas he advocates and shares are down to earth and readily applicable.

Eugene ensures that his sessions are always interactive, fun and never boring. His sessions seamlessly combine elements of high energy, high touch and high impact. When the situation requires, he will not hesitate to go high tech as well. In line with the key NLP concept, “All learning is state dependant”, he induces the optimum state of mind in the trainees to facilitate effortless transfer of knowledge.

He is a flexible and adaptable facilitator as evidenced by the numerous sessions that he has facilitated involving wide and diverse topics and situations - ranging from technical knowledge to soft skills, indoor to outdoor and instructor-led to participants centred.

Eugene specializes in the areas of leadership development, teambuilding, coaching and mentoring, emotional intelligence, stress management, communication skills and presentation skills. In addition, he is an approved and accredited trainer to conduct Train the Trainer (TTT) and Evaluation on Effectiveness of Training (EET) programmes for Pembangunan Sumber Manusia Berhad (PSMB).

With the accumulated years of up front training experience, he has facilitated or co-facilitated employees and associates from various MNCs, public sectors, universities and institutes of higher learning, large local organizations as well as small and medium industries and enterprises. He has also facilitated numerous sessions for schools and non-profit youth organizations.

He holds a Masters degree in Human Resource Management from University of Lincolnshire & Humberside (UK), Certificate in Learning & Development Practice, CIPD (UK) and the Certificate IV in Assessment & Workplace Training, Australia. Besides being fluent in English and Bahasa Malaysia, he is also conversant in Mandarin, which allows him to truly interact and connect with his audiences.

DELEGATE REGISTRATION FORM



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Payment Details

Payment is required within 7 days upon receipt of the invoice.

NASH BUSINESS SOLUTIONS Sdn Bhd (1068674-V)

Standard Chartered

Account No: **794194740755**

SWIFT Code: **SCBLMYKXXXX**

All payment must be received prior to the event date

Confirmation details

Joining details confirming your participation will be sent, once a registration has been received. After receiving payment, a receipt will be issued.

Cancellations/Substitutions

Substitutions are welcome at any time. Please notify us at least 2 working days prior to the event. All cancellations will carry a 10% cancellation fee, once a registration form is received. All cancellations must be in writing by fax or e-mail at least 3 weeks before the event date. Cancellations with less than 3 weeks prior to the event date carry a 100% liability. However, course materials will still be couriered to you.

Note: The investment fee does not include any taxes (withholding or otherwise). In case of any taxes applicable the client has to ensure that the taxes are paid on top of the investment fee paid for the course. Compliance with the local tax laws is the responsibility of the client.

TRAINING SCHEDULE

08.30 --- Registration & Morning Coffee
09.00 --- Training Starts
10.45 --- Morning Coffee Break
11.00 --- Training Resumes
13.00 --- Lunch
14.00 --- Training Resumes
15.45 --- Afternoon Coffee Break
16:00 --- Training Resumes
17:00 --- Training Ends

Course	Regular Fee (per Delegate)	Group Fee: 3 or more pax (per Delegate)
IMPACTFUL PRESENTATION SKILLS 21-22 September 2022, The Saujana Hotel Kuala Lumpur - Malaysia	RM2,995	RM2,795