



## WORKSHOP FOR IMPACTFUL PRESENTATION SKILLS

Presentation is all about getting the message across effectively.

This workshop is to gear professionals to deliver clear and well-structured presentations in a confident and effective way.

### Objectives

- ▶ Become aware of one's body language and voice
- ▶ Create clear and concise presentations
- ▶ Know how to use visual aids to enrich the message
- ▶ Deal with questions in positive way

### Focus

- ▶ How do people listen and think?
- ▶ How to structure a presentation?
- ▶ How to use Visual Aids?
- ▶ How to handle Questions & Answers?
- ▶ How to deliver in a powerful way?

GRAND OPENING  
DISCOUNT 50% OFF

29<sup>th</sup> MAR

10AM - 6PM

\$2680 \$1340 only

Registration Deadline

20/3

### Class Format

1-day training, 8 participants Max

TEL: (852) 8106 6453  
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## 強效演說技巧工作坊

演講 就是為了讓聽眾明白你要傳遞的信息，並且有所回應。  
這工作坊是為裝備專業人士，自信地將信息清晰表達。

### 培訓目標

- ▶ 了解演講者、演講內容和聽眾
- ▶ 留意自己的身體語言和聲線
- ▶ 創建清晰而簡潔的演講
- ▶ 正確使用視聽設備以加強信息傳遞
- ▶ 正面處理答問環節

### 培訓重點

- ▶ 人們如何聆聽和思考？
- ▶ 如何建構演講內容？
- ▶ 如何使用視聽設備？
- ▶ 如何處理答問環節？
- ▶ 如何有效地傳遞信息？

新開業優惠  
DISCOUNT 50% OFF

3月29日

10AM - 6PM

~~\$2680~~ \$1340 only

截止報名日期

20/3

### 培訓形式

六至八人小組形式，  
以粵語進行一天的專業培訓

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