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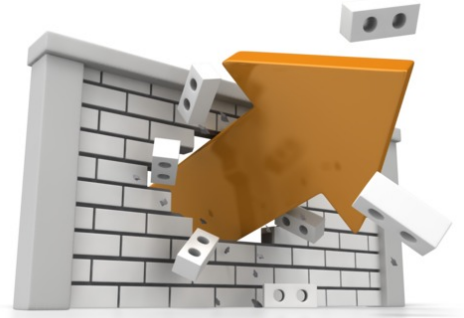


Corporate Training & Development

Customer Loyalty
Team Development
Leadership Dynamics
Power Presentation Skills
Project Management Basics
Systematic Problem Solving

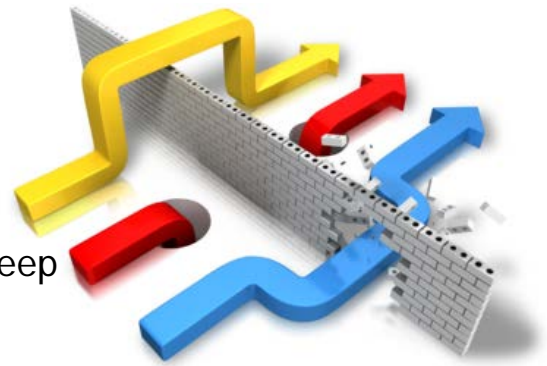
About Tracy Learning

The experts at Tracy Learning have been helping companies across the country and around the world transform their people and their business for over 20 years. We are the leaders in helping companies develop the necessary skills to meet the challenges of today's economy. Our satisfied clients include: Hewlett Packard, Ernst & Young, Cisco Systems, Blue Cross Blue Shield of Michigan, AeroJet, UK2Group, the New Zealand government and hundreds of other large and small businesses.



Why Choose Tracy Learning?

We go way beyond the industry standard of simply sharing great ideas. At Tracy Learning we dig deep and focus on behaviors that will propel your business forward with real, tangible, and measurable results. After participating in a Tracy Learning training session your organization will know **Why** change is needed, **What** to do, and most importantly **How** to implement effective practices for success.



Power Presentation Skills

Power Presentation Skills is a two-day course that teaches the skills necessary for effectively speaking in public and give powerful presentations. Beyond learning presentation skills, participants get extensive practice with specific feedback on strengths and weaknesses. In addition, video recordings of several speaking performances allow each participant to accurately see their own abilities with the help of expert analysis.



Course Outline

1. **Non-Verbal Skills**
 - Eye-contact; Facial expressions
 - Gestures; Stance/body position
 - Appearance
2. **Verbal Skills**
 - Voice; Pausing; Non-words
 - Humor
 - Questioning skills
3. **Using the Room**
 - Anchor points/movement
 - Using slides
 - Room configuration
4. **Group Dynamics**
 - Group norms; Roles
 - Membership & participation
 - Group conflict
 - The problem child
 - Keeping on track
5. **Visual aids**
6. **Creating a presentation**

