



THE KEY TO PRESENTATION SKILLS

PARTICIPANT GUIDE

CORE SKILLS COURSE

Use the participant guide to take notes as you complete the course.

Learning Objectives

- Identify 5 steps to create an effective presentation.
 - Define *compelling message* in a presentation.
 - Define *glossophobia*.
 - Identify techniques to overcome glossophobia.
 - Recognize fundamental presentation skills to keep an audience engaged.
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5 Steps to Create an Effective Presentation

Step 1 - _____

Description -

Step 2 - _____

Description -

Step 3 - _____

Description -

Step 4 - _____

Description -

Step 5 - _____

Description -

Define COMPELLING MESSAGE:

What are 4 key points when developing a compelling message?

1.

2.

3.

4.

Define GLOSSOPHOBIA:

What are 3 techniques to help deal with glossophobia?

1.

2.

3.

4.

Fundamental Presentation Skills

Skill 1 - _____

Description -

Skill 2 - _____

Description -

Skill 3 - _____

Description -
