



Speaking Under Pressure

Overview: Speaking Under Pressure addresses the worst fears about being on the spot or being put on the hot seat. This two-day workshop presents techniques to organize ideas in pressure situations or when no advance preparation time is available. The core of this workshop is in thinking strategies, which guide our ability to analyze, organize, and present ideas.

At the end of the program, participants will be able to quickly organize and structure a presentation, deliver a convincing message without speaker's notes, and provide sound and convincing answers to the most difficult questions.

What you will cover:

- * The steps to effective planning
- * Analyzing and organizing information
- * Understanding your audience
- * Using body language to your advantage
- * Controlling the jitters
- * Building a three-part plan
- * Writing beginnings and endings

How you will benefit:

- * Be able to think under pressure and assemble information quickly and logically for maximum impact
- * Be able to read and control an audience to deliver a clear and convincing message
- * Be able to identify the causes of nervousness and control it
- * Understand how to use key sentences and themes to help listeners understand you

What's Included?

- Instruction by an expert facilitator
- Small interactive classes
- Specialized manual and course materials
- Personalized certificate of completion

TIME: 9am – 4pm. FEES: \$4000.00 onsite up to 12 people. \$550.00 per person offsite, plus applicable taxes. *Prices and dates are subject to change.

E³, LLC. * 10408 NW 58th Place * Parkland, Florida 33076
Telephone: 954-295-0245 * Fax: 954-227-0876
Email: fgilliam@eeellc.net * Website: www.eeellc.net