

Powerful Presentation Skills

OVERVIEW

A successful presentation is not about the Microsoft PowerPoint slides or Apple Keynote you create – it is about much more than that.

What are some of the powerful and successful techniques that great presenters use? What can we learn from them?

Nearly every sales or business meeting has an element of speaking, presentation, gaining information or getting your ideas across. How can we be more effective and powerful when it comes to presenting to the clients / customers?

Powerful Presentation Skills workshop is specially designed to equip professional individuals with the necessary knowledge and skills for powerful yet effective presentation skills. It attains to expose participants to the intricacies of being a better and professional presenter; boosting confidence via voice and speech, using presentation slides, tips and methods in delivering powerful presentations.

This program will ultimately enable the participants to be more competent presenter.

KEY BENEFITS

Following are the key benefits and focus of this session:

- Triggering Self-awareness and own presentation styles
- Powerful presentation techniques
- Having tools to assist in presentation, and engagements
- Enhance your confidence in meeting and presenting
- Discover how to create the professional impression via perfect practicing better presentation methods.

LEARNING OBJECTIVE

After this program, the participants would be able to:

- Get much better results in presenting your points across and inspiring people
- Improve your presentation skills over your audience
- Creating attention, interest, response and handling the situation
- Using the right tools (visual aids) for maximum impact
- Powerful presentation with timeless tips
- Design, present an engaging presentation and action-oriented outcome

LEARNING METHODOLOGY

REMOTE ONLINE LEARNING; sharing, discussions, group sharing, exercises, role plays, short video clips and **LIVE! – Live Interactive Virtual Engagement!**

PROGRAMME FOCUS

Introduction

- Introduction to Presentation
- What is the plan? Purpose & agenda
- What is the well-formed outcome?

What is your style?

- Where are you now in terms of presentation?
- What is your style?
- How do you build trust and rapport?
- Some good tips and sharing on presentation and communication

Verbal, Vocal, Visual

- Using and stressing words, tone and voice (to increase confidence)
- Change your pitch & rate of speech
- Who are your audiences?
- Engaging with the audience (e.g. dealing with different types; silent, joker, know-it-all, etc.)
- Body language, Gestures and Facial Expressions
- Key influencing skills

Presentation Preparation

- What information have you got?
- The preparation; what are the objectives?
- The outline / framework to create interesting and exciting presentation
- Handling tough questions and “sticky” situation
- Feedback and group discussion
- Learning Action Plans

WHO SHOULD ATTEND

People who want to improve their presentation skills

RECOMMENDED IMPLEMENTATION / DELIVERY

Pre-Workshop To-Do's:

Pre-test via Google Form(*If needed*)
 Read and understand the Welcome Kit

Day / Session	Topic / Coverage	Duration	Notes
1	Introduction	4 hours	
	What is your style?		
	Verbal, Vocal, Visual		
2	Presentation Preparation	4 hours	with group assignment for Group Coaching
3 & 4	Group Coaching	4 hours (total 8 hours)	The Group Coaching will be done after 5-7 days gap for group assignment. The coaching will be done per group for 1.5 hours max

Post-Workshop To-Do's:

Post-test via Google Form(*If needed*)
 Programme evaluation via Google Form

Important notice:

For effectiveness of the programme (better interaction and conducive learning), best not to have more than 15 participants per online training class.

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Summary Profile

- Trained, coached, and mentored more than 35,000 people for more than 20 years of experience.
- Associate Certified Coach (ACC) of International Coach Federation (ICF).
- Certified Coaching and Mentoring Professional (CCMP) which is approved by the International Coach Federation (ICF), the world's most recognized professional coaching body.
- Certified Behavioral (DISC) Consultant (CBC) – The Institute for Motivational Living Inc., USA
- Certified NLP Practitioner – National Federation of NLP, USA.
- Certified Sales Trainer – SPIN Selling, USA.
- Certified International Accredited Training Professional.
- Certified Trainer for Human Resource Development Council (PSMB), Malaysia.
- Recipient of Effective Leadership and Vice President Award from Dell Computers.
- Trainer of the Month Award from New Horizons Computer Learning Center, USA.
- Professional Certificate in Supply Chain Management – ITC, United Nations, Geneva, Switzerland.
- Malaysia National Specialist Entrepreneur Mentor by Malaysian Government and EDII, India

Key Strengths

- Leadership Excellence
- Building Effective Teams
- Influencing, Convincing Skills and NLP methods
- DISC Behavioral Analysis
- Coaching and Mentoring Skills
- Self-Mastery and Personal Excellence
- Creativity and Out-of-the-box Thinking
- Effective Work and Time Management
- Interpersonal Communication Skills
- Train-the-Trainer
- Powerful Presentation Techniques
- Customer Service Excellence and Customer Relationship Management (CRM)
- Sales and Sales Management
- Negotiation Skills

Biography

Dion Ooi is an international certified learning and development professional. He has held key leadership positions in Dell Computers with more than 20 years in Business and General Management, Information Systems, Sales and Marketing, Supply Chain Management, Project Management with practical experience in providing excellent customer experience, building and managing effective teams, learning and development, adult experiential learning, facilitating, coaching and mentoring.

His style in training methodology that involves experiential learning makes his sessions lively and engaging. His experience in business and people skills in local and international business scenes permit him to pick appropriate and relevant examples and case studies, with tact and wits, which makes the learning process so much fun and effective.

His creative, innovative, intuitive and unique ability of selecting the highlights and pointers from these training and workshops makes one wonder if he is discussing your own organizational context. Participants are hence able to take back with them instant knowledge and skills that they can apply and practice immediately to make impactful changes in their own organizations for outstanding results.

He was awarded the Dell Effective Leadership Award (*for managing a team of Contact Center Specialists, projects and initiatives*) and the Dell Vice President Award (*for managing training projects and conferences successfully*) and Trainer of the Month award from New Horizons Computer Learning Center, USA. Apart from the awards and recognitions, Dion has successfully organized international and local events ahead of time. He is a firm believer in managing activities effectively to get the results you want.

During his tenure to lead and manage a team of specialists in a contact center, Dion has conducted numerous interpersonal communication training programs, coaching, counseling, team building programs, and developed training programs (leadership and interpersonal communication skills) for many corporations based on his years of experience in the corporate training industry.

He had travelled to many countries to train, coach and run events for multi-national companies including Dell (*inside and outside sales teams*), Intel, OSRAM, Western Digital, First Solar, Air Asia, Motorola, Bosch, Infineon, Flex, Plexus, BBraun, Panasonic, Daikin, American Embassy, Fedex, Honeywell, Keysight, Jabil, Kobe Precision, Benchmark Electronics, Escatec Electronics, Dongwha, Tourism Australia, Nestle, and many others.

To date, more than 35,000 participants have benefited from his training, coaching, workshops, seminars and team building programs.