Local Government Training Group

PRESENTATION SKILLS

This one-day course is designed to give participants a full understanding of how to prepare and deliver an effective presentation internally to Council and Committees**.**

TRAINER: Margaret Pentland

Course Content:

- Speaking with more confidence.
- Knowing how to prepare your presentation more effectively.
- Maintaining audience interest and putting yourself across clearly.
- Avoiding common pitfalls.
- Handling difficult questions.
- Delivering presentations that achieve your objectives**.**

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