

Self-presentation and public speaking

#1 How to turn stress and stage fright into self-confidence?

- **Causes of stress** – how to prepare and what to do before the presentation
- **Symptoms of stress** – the perspective of the presenter and the audience.
- Stress reduction techniques,
- Self-confidence techniques.

#2 Assertive attitude – we throw the barriers of assertiveness out of your head

- **Sight and eye contact**- you will get a few techniques thanks to which your eyes will know what to do ;)
 - At conferences and events when the audience has dozen/hundreds of people,
 - At small speeches for several people,
 - During interviews/participation in TV programs.
- **Elements of savoir-vivre in self-presentation** – what is not appropriate and what is allowed to do
- **Body language** - we will teach you to feel in your body like a fish in a water during public appearances! We will choose the one that best suits you and support your authority:
 - facial expression,
 - attitude,
 - static gestures,
 - gesturing,
 - Gestures with a microphone or pad/board,
- **Móiving in front of the audience** - you will learn (online) and practice (in the stationary version):
 - **proxemics** – what distances to keep, how and where to walk on the stage,
 - **Where and how to sit** (without any obstacles, at the table, on the couch/armchair – especially on TV),
 - **How to move around the tools**- overhead projector, lectern, flipchart.

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#3 How to build the image of a professional speaker with sound and pronunciation?

- **Your voice** will gain power and color with these simple voice-emission exercises:
 - diction,
 - pauses
 - breathing,
 - And modulation with the following items::
 - volume,
 - speed,
 - Intonation,
 - tembr.
- **Microphone**- you will practise speaking into the Microphone (in the stationary version to hand-held Microphone) so that it doesn't limit your modulation, but even emphasize it.

#4 How to deal with uncomfortable questions and allegations

You will be given and practised responses when:

- You don't know the answer to question,
- The question is beyond your competence,
- The question asked has an allegation in it,
- You get a clear allegation/objection,
- Recipient doesn't agree with you.

#5 The art. Of presentation in short statements

How should a statement be structured when you perform:

- In front of TV camera in interviews, breakfast television, reports, etc.
- on press conferences,
- at an event.



You have any questions?
Feel free to contact us.

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