

SBL
Claimable
*subject to PSMB conditions

HIGH IMPACT Presentation Skills



You never get a second chance to make the first impression.

A 2-days intensive course by **Akashdip Singh**

... drawing from his vast experience in dealing with customers and managing customer relationships. With more than 13 years corporate experience, combined with his international exposure, Akash brings valuable insights to the training room.

Presentation is another name for marketing your idea to a group of people. In today's fast moving corporate world, it is extremely crucial and important to make an impactful and a long lasting presentation to your audience. You may have the best marketing plan on this planet but if you do not make an impactful presentation, nobody will buy your idea.

You'll learn to

- ✦ Enhance your presentations skills.
- ✦ Understand and avoid the presentation blunders.
- ✦ Understand the audience and getting them to listen.
- ✦ Use visual aids effectively.
- ✦ Make the presentation lively and impactful.
- ✦ Handle questions effectively during presentations

Who will Benefit?

- ✓ Management Staff (All Levels)
- ✓ Sales Staff
- ✓ Executives
- ✓ Technical and Non-Technical Staff
- ✓ All those who communicate in their daily job functions

For more information, please contact

IDC TRAINING HOUSE SDN BHD

TEL: 03-7956 5126

WWW.IDC-TRAINING.COM

HRD Approved "Class A" Training Provider (since Year 2002). Registered with Ministry of Finance.

Trainer's Background & Course Outline

Akashdip Singh, has more than 13 years of corporate experience and involved in the Training and Development field for more than 10 years. This gave him a special edge to share his knowledge in the areas of Motivation, Management and HR related topics, Presentation Skills, Team Building, Goal Setting, Customer Service, Customer Relationships, Supervisory Skills and issues related to People Skills.

Akash graduated with a Bachelor of Mechanical Engineering (Hons) Degree from University Technology of Malaysia (UTM); which meets the current academic requirement for standing as a Professional Engineer in Australia.

He started his career as an Engineer with Maxis Communications and later on, moved into managerial position. His last held position was as a Project Manager with YTL. He did his internship with Tenaga Nasional Berhad and Rothmans of Pall Mall. He has sound knowledge and rich experience in the Telecommunications, Energy and Manufacturing field.

One of Akash's main job responsibilities in his corporate capacity was to ensure customer satisfaction is not only met, but exceeded. He has vast experience in dealing with internal and external customers and managing customer relationships. Utilizing on his sound technical and people skills, Akash was assigned a key role as the coordinator between the technical and non-technical departments.

Akash's style of training differs from the others. He exposes his participants to a variety of corporate games and then relates the learning to their job's roles and responsibilities. By sharing his experience, participants are also exposed to real life work scenarios. Due to his experience in many fields, the participants are able to relate and connect with him extremely well. Participants become self-motivated and more productive in their daily job functions.

As a result, this benefits the companies they work for, in terms of output and profitability. Akash makes trainings extremely lively, full of zest and just simply creates magic in his sessions.

More than 10,000 executives have benefited from Akash's trainings / speeches. Some of his corporate clients include

- ✓ ALSTOM
- ✓ Intercontinental Specialty Fats Sdn Bhd
- ✓ Malakoff Sdn Bhd
- ✓ Malaysian Assurance Alliance (MAA) Bhd
- ✓ Maxis Communications
- ✓ SONY (M) Sdn Bhd

Akashdip has vast experience conducting trainings in Malaysia, United Kingdom, Australia, Singapore, Indonesia, India, Philippines, Thailand, Uganda, Kenya, South Africa and Zambia. He speaks fluent English and Bahasa Malaysia.



Topics to Be Covered

Ice Breaking and Overview

Presentation - The Beginning

- ☑ Defining Presentation
- ☑ What To Do Before The Presentation
- ☑ Presentation vs Communication
- ☑ The Power of Pictures In A Presentation

Presenting with a Positive Mindset

- ☑ Techniques of Presenting with a Good Attitude
- ☑ Confidence Towards a positive Mindset

Understanding the Audience

- ☑ Managing The Expectations of the Audience
- ☑ Tailoring The Presentation Towards the Types of Audience
- ☑ Keeping The Audience Alert
- ☑ Getting The Audience To Laugh

Presenting with the Right Language

- ☑ Understanding Your Strength
- ☑ How To Choose Your Words
- ☑ Making Your Point Across

Dressing for High Impact Presentations

- ☑ The Do's and Don'ts In Dressing For Presentations

Making the Presentation Lively

- ☑ How Not to end up Lecturing
- ☑ Using Various Techniques In a Presentation - Group Dynamics, Games, Brainstroming

Effectively Using Visual Aid

- ☑ Effective Use of Power Point and Other Visual Aids

Effective Handling of Questions and Answers

- ☑ How and When To Answer Questions

Getting the Approval and Agreement from the Audience

ABOUT IDC TRAINING HOUSE

IN-HOUSE TRAININGS AVAILABLE

IDC Training House is a leading Training Provider for corporate & government sectors; to both local & international market. Our strength lies in providing Trainers who are highly experienced & knowledgeable in their respective fields; in order to produce well-trained and qualified professionals to meet the demands of the new economy.

We specialize in human capital development in areas of **Soft Skills, Motivation, Leadership, Management, IT, ISO, Team Building, & Technical.**

If your company wishes to have a cost effective in-house training that is customized for your company,

Call us at

+60-3-7956 5126 / 5139

Or

Email to **info@idc-training.com**

For more programs offered by IDC Training House, please visit <http://www.idc-training.com>

For public workshops, please visit <http://www.idc-training.com/course-calendar.html>

Course: High Impact Presentation Skills

Date: 10 - 11 Jun 2010

Venue: IDC Training Room, Amcorp Trade Centre, PJ, Selangor, Malaysia

Time: 9am - 5pm

Name of Applicant(s)
Mr / Ms / Dr / Ir (Others)

Designation(s)

Contact No. (H/P)

1.

2.

3.

4.

5.

Company Name :

Correspondence Address :

Tel : Ext. : Fax :

H/P : E-mail :

Contact Person : Designation :

| | Group Package Minimum 3 delegates | Early Bird Package (with payment) | Normal Price |
|--------------------------------|---|---|---------------------|
| Course Fee (per person) | RM 1,180 | RM 1,380 | RM 1,680 |
| Closing Date | 27 May 2010 | 10 May 2010 | 27 May 2010 |

Please download the location map from: http://www.idc-training.com/map/idc_map.pdf

Register NOW & save more with Early Bird Package !!



Certificate of Attendance upon completion of the course



Save more with In-House Training



Save more with group of 3 delegates

Terms and Conditions Registration Policy

Fees include course materials, lunch & tea breaks. Payment can be made by cash, credit card or using crossed cheque/bank draft made payable to **IDC Training House Sdn Bhd**, fourteen (14) working days prior to the date of the program. Otherwise registration(s) is treated as unconfirmed.

Disclaimer

Changes of course date, Trainer/Facilitator or venue

We reserve the right to make alternative arrangement to the above if the needs arise due to unforeseen circumstances. Every effort will be made to inform the participants of these changes.

Additional Expenses

We shall not be responsible for any extra expenses incurred by any participant(s) while attending the course.

REGISTER NOW! FAX TO US AT +60-3-7956 1536