

# 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.

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## Trainer's Background

**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.

His passion lies in developing people by sharing his experience and exposing them to a variety of corporate games, then relates the learning to their work and life. 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

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, Brainstorming

#### 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