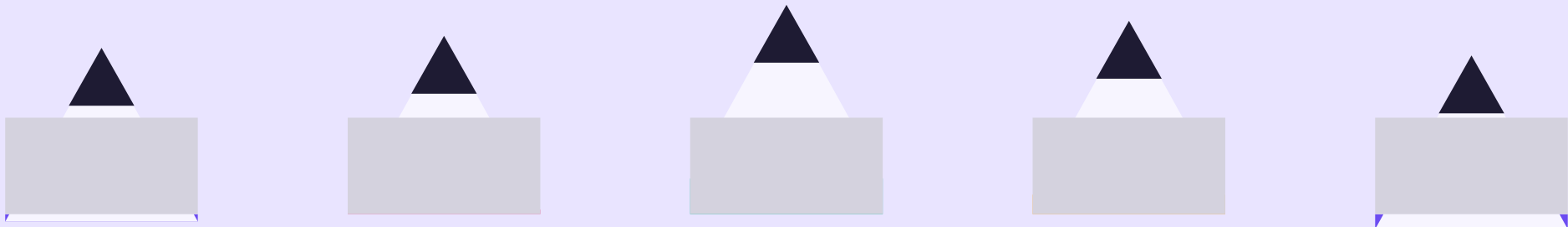


SKILLS BOOTCAMP

Presentation Skills Bootcamp

Plan, design and deliver talks people remember

Trainer Name · Half day · Students and young professionals



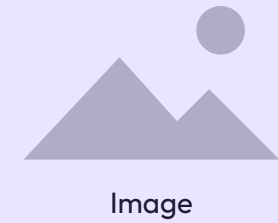
Agenda

01 Introduction

02 Core skills

03 Practice

04 Apply



**A good idea badly presented is
a lost idea.**

Why this workshop

The case for change

10 s

to win or lose attention

6

words per slide is plenty

3

points people remember

Illustrative figures for discussion.

Plan the story



Hook

Open with a question, fact or story.



Three points

Each with one example.



Call to action

End with what you want them to do.

Do this, not that

Do

- Look at people, not slides
- Pause after key points
- One idea per slide

vs

Avoid

- Reading your slides
- Apologising for nerves
- Rushing the ending

Try it: Two-minute talk

Present one idea in two minutes with three slides.

Prepare for fifteen minutes, then present to your table. Each listener gives one "keep" and one "try" note.



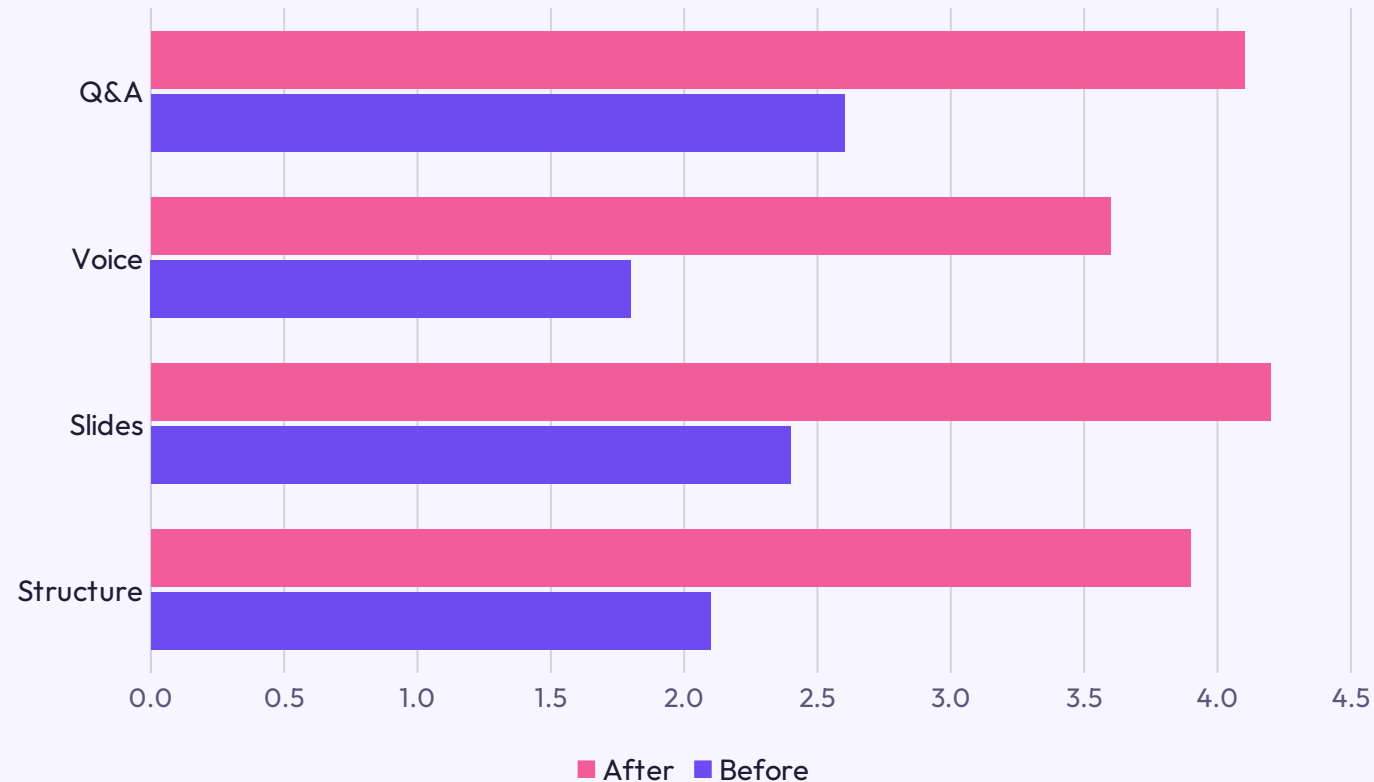
Activity photo / worksheet



Make it simple. Make it
memorable. Make it yours.

— Workshop facilitator

Confidence before and after



Self-rated confidence on a 5-point scale (sample data).

Sample data for illustration — replace with your own figures.

Your 30-day action plan



Week 1

Record yourself once.



Week 2

Present at a team meeting.



Month 1

Volunteer for a bigger audience.

Now go and practise

Questions, feedback and next steps.

Trainer Name

training@yourdomain.in

