Presenting with Impact Online
Course Outline for the Athena Team

Objectives

- Enhancing presentation effectiveness with online delivery

- Learning new tools for cultivating engagement

- Adapting material/approach to different cultural audiences

Session 1: Camera Ready

Topics

- Overview of the series and training modules

- Introductions - Each participant tells a story about greatest challenges of on-line presentation to various cultures

- Your demeanor: Visual delivery components and tips

- Voice enhancements to consider for on-line delivery: Adding animation to your voice (with practice exercises)

- Composure and readiness: Managing your energy for presentations; maintaining poise under pressure

- Different virtual meeting roles, and what each entails (discussion of what is expected by Experian and what is expected by client audiences)

- Initial Culture Map takeaways and objectives for Session Two

- Homework assignment: Prepare to present 3 minutes from a current presentation. Also, prepare a question from your materials that can be discussed in a breakout session.

Session 2: Increasing Engagement

<u>Topics</u>

- Culture Map: Awareness and adjusting to different cultures

- Setting the stage effectively for audience involvement

- Identifying the most effective ways to add involvement in your sessions: Introduction to questioning techniques

- Advanced interactive and technical skills (guidelines for chats, breakouts, discussions, with practice)

- Practice exercises with potential breakouts: Each person delivers a component of their presentation and adds an audience involvement tool, then receives feedback from the consultant and the group

- Homework assignments: Identify a new example/story for a culture that is different than your own

Session 3: Advanced Topics

<u>Topics</u>

- How audience members view their roles and behavioural expectations based on their culture

- Meeting management: Redirecting when necessary

- Involvement Skills

    - Questioning techniques: When and how to use them

    - Types of questions and how each type fits your role as presenter/facilitator

    - Culture Map: How the Persuasion Scale affects the types of questions you receive from various audience members

- Breakouts

    - Discussion on Culture Map implications for future learning

    - Learning Action plans, and how the team can reinforce each other