MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

Phone: +601116373203 | **Email:** info@mawaevents.net

EFFECTIVE PRESENTATION SKILLS FOR PROFESSIONALS

""Delivering Impactful Messages with Clarity, Confidence, and Influence""

Schedule

Date	Venue	Fees (Face-to-Face)
20 – 22 Oct 2026	Manama – Bahrain	USD 2495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Whether presenting to clients, executives, team members, or large audiences, strong presentation skills are essential for today's professionals. Effective presentations are not just about well-designed slides—they require clarity of message, confidence in delivery, and the ability to engage and persuade diverse audiences.

This highly interactive 3-day training equips participants with the tools, techniques, and confidence to design and deliver powerful presentations. Through practical exercises, personalized coaching, and peer feedback, participants will master verbal and non-verbal communication, overcome nervousness, and learn how to leave a lasting impression.

Objectives

By the end of this course, participants will be able to:

- Design clear, compelling, and audience-focused presentations
- Use storytelling, visuals, and structure to enhance message retention
- Deliver presentations with confidence, poise, and authenticity
- Manage stage presence, body language, and voice modulation
- Respond to questions and objections with clarity and professionalism

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Why Attend

- Improve your ability to influence stakeholders and win support
- Overcome fear and anxiety associated with public speaking
- Master techniques to deliver presentations in-person or virtually
- Learn how to engage, inspire, and persuade any audience
- Receive individualized coaching to enhance your personal presentation style

Target Audience

This program is designed for:

- Professionals who present to clients, executives, or teams
- Project managers, consultants, and business leaders
- Sales, marketing, and communications professionals
- Trainers, educators, and team facilitators
- Anyone looking to build public speaking confidence

Individual Benefits

Key competencies that will be developed include:

- Presentation planning and message structuring
- Public speaking and voice control techniques
- Use of visuals and storytelling to support communication
- Non-verbal communication and body language control
- Managing audience interaction and challenging questions

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- More persuasive and professional client and executive communications
- Improved internal collaboration and message delivery across teams
- Increased success in stakeholder engagement and influence
- Reduced presentation anxiety among key team members
- Enhanced company image through clear, confident representation

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – Principles of communication and presentation psychology
- Case Studies – Analysis of impactful presentations in business and media
- Workshops – Structured presentation planning, voice drills, and body language practice
- Peer Exchange – Group practice sessions with feedback and coaching
- Tools – Templates for slide structure, storytelling frameworks, and self-assessment checklists

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Course Outline

DETAILED 3-DAY COURSE OUTLINE

Training Hours: 07:30 AM – 03:30 PM **Daily Format:** 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Structuring and Planning Presentations

- Module 1: Principles of Effective Presentations (07:30 – 09:30) • Understanding the psychology of audience engagement • Types of presentations and their objectives • Overcoming fear of public speaking
- Module 2: Message Structure and Slide Design (09:45 – 11:15) • Using clear beginnings, middles, and ends • Designing impactful visuals and avoiding clutter • Crafting messages that align with audience needs
- Module 3: Storytelling and Persuasion Techniques (11:30 – 01:00) • Using stories to illustrate key points • Logos, pathos, and ethos in business speaking • Framing data and proposals for influence
- Module 4: Workshop – Building Your Presentation (02:00 – 03:30) • Hands-on development of a short business presentation outline

Day 2: Delivery Techniques and Personal Presence

- Module 5: Voice, Body Language, and Confidence (07:30 – 09:30) • Tone, pitch, pacing, and emphasis • Gestures, movement, and eye contact • Reducing filler words and nervous habits
- Module 6: Presenting with Confidence (09:45 – 11:15) • Managing nerves before and during a presentation • Mindset, breathing, and visualization techniques • Authenticity and credibility on stage
- Module 7: Workshop – On-Camera Practice (11:30 – 01:00) • Live practice with recording and playback • Peer and instructor feedback
- Module 8: Workshop – Presenting with Visual Aids (02:00 – 03:30) • Using slides, flipcharts, or props effectively • Combining verbal and visual communication

Day 3: Handling Questions and High-Stakes Scenarios

- Module 9: Managing Q&A and Audience Interaction (07:30 – 09:30) • Responding under pressure • Handling interruptions, objections, and difficult questions • Encouraging engagement and participation
- Module 10: Presenting in Virtual and Hybrid Environments (09:45 – 11:15) • Adapting delivery to online platforms • Camera awareness and virtual presence • Using tools like Zoom, Teams, and whiteboards
- Module 11: Final Presentations and Feedback (11:30 – 01:00) • Participants deliver a full 5–7 minute presentation • Peer and trainer evaluation
- Module 12: Course Review and Action Plan (02:00 – 03:30) • Personal development checklist and future improvement plan • Certification distribution and group wrap-up

Certification

Participants will receive a Certificate of Completion in Effective Presentation Skills for Professionals, validating their ability to deliver structured, persuasive, and confident presentations in diverse professional settings.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

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