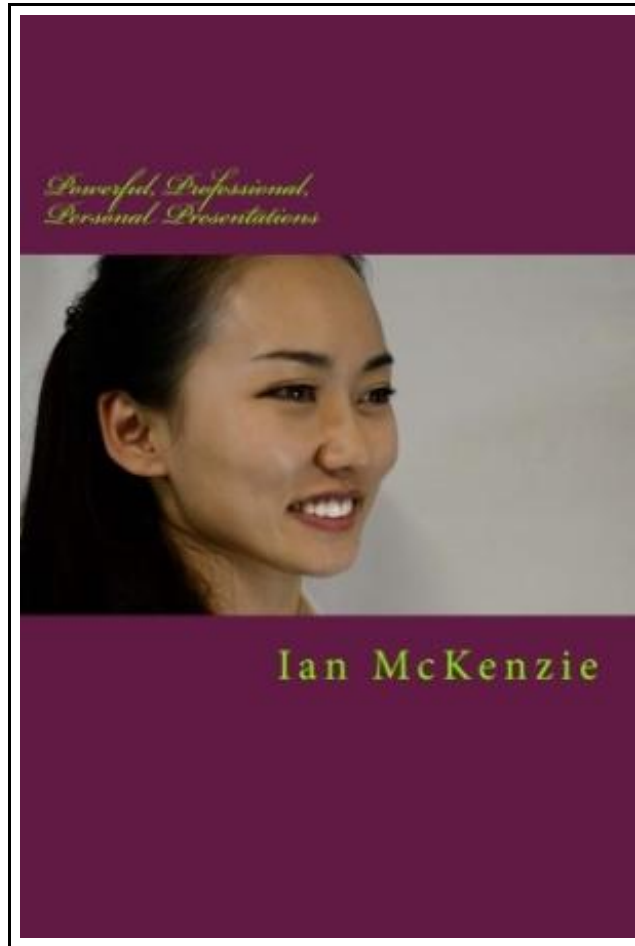


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Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Professionals are regularly called upon to give presentations of various types. Whether it be; conducting a coaching session or seminar, a training program, a guest speaker at an event or a variety of other activities; if you are required to present a topic, you will want it to be professionally done and to optimise the learning outcomes for the participants. This publication gives you the strategies for you to quickly develop the necessary skills to give a professional performance which will be long be remembered. Author Ian McKenzie, has spent a major part of his working career as a teacher, educator, trainer, lecturer and educational administrator in many different education and training sectors. Having observed presentations ranging from brilliant to lousy and just about everything in between, Ian has analysed what makes the best presentations and gives that information here. Ian believes that we don t have sufficient time in one life time to make all the mistakes ourselves. So, in addition to learning from our own mistakes it is important that we also learn from others. Examples are given of not so good presentations, with advise so that ours should not fall into that category. This publication is Volume 1 in a series called Optimal Employability. Yes, I know that employability is not in any dictionary, but . . . , it should be! The author, Ian McKenzie, has worked for many years with professionals improving their skills to enable them to better perform in their chosen professions. Future publications in this series will include strategies for improving business writing and communication in general, writing resumes and addressing selection criteria and developing interview and related skills.



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