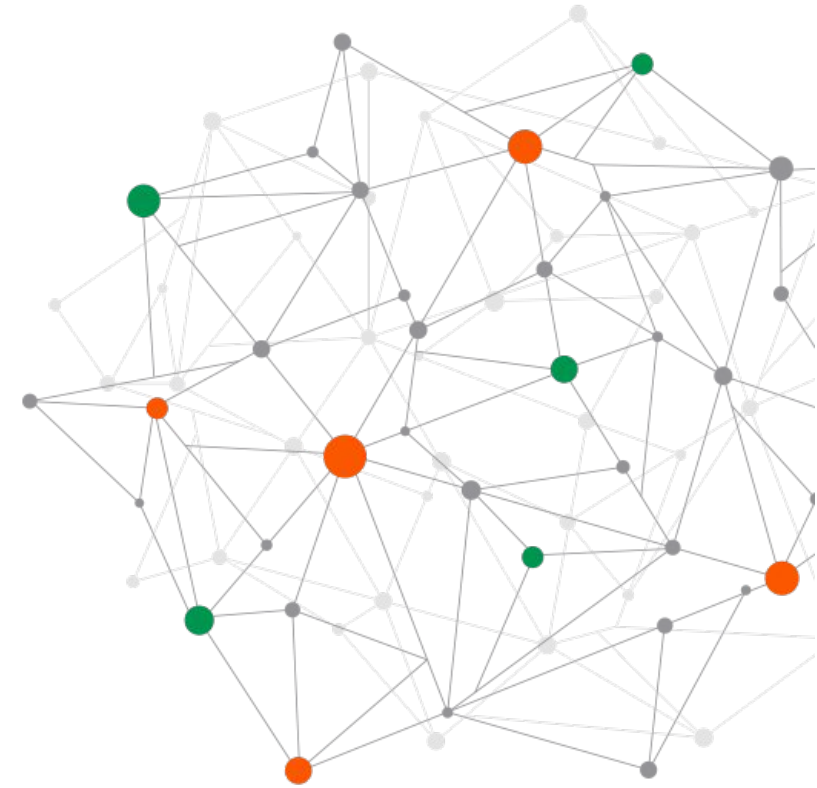


Corporate Skills Module 3:

Session 2: Key Points

"A very little key will open a very heavy door."
- Charles Dickens

March 2024





In this Session

1. Writing On Slides
2. Verbal And Non-Verbal Emphasis Techniques





Writing on Slides

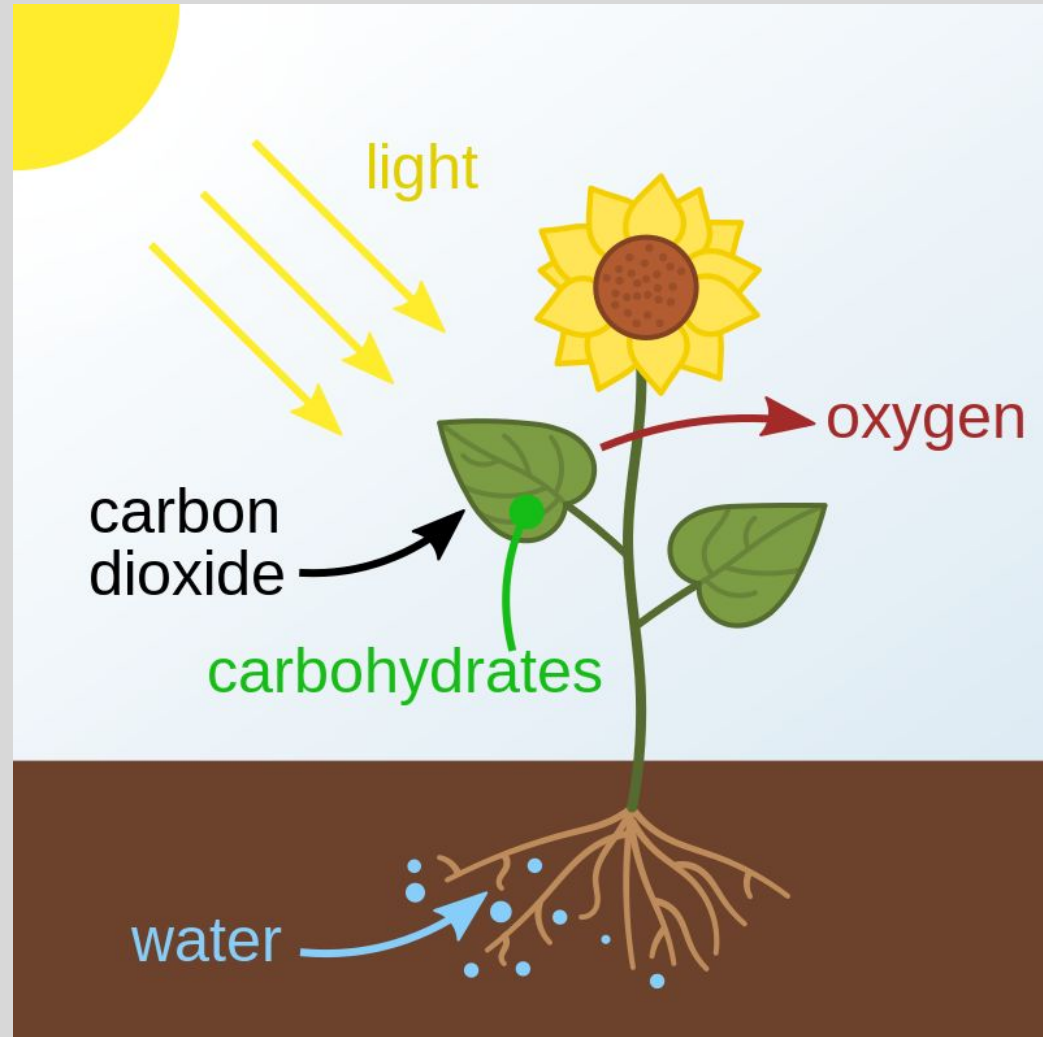


PHOTOSYNTHESIS

Photosynthesis is the process by which **plants** use **sunlight, water, and carbon dioxide** to create **oxygen and energy** in the form of **sugar**.



PHOTOSYNTHESIS

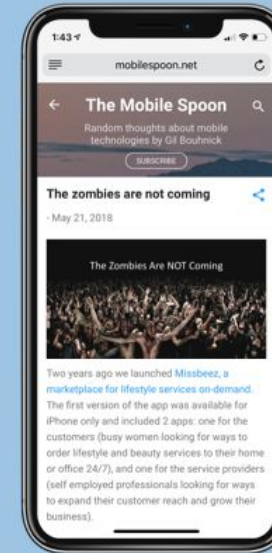
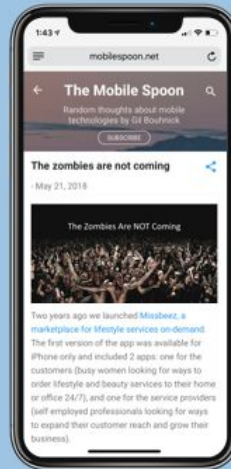




Writing on Slides

4 Things You Need To Know

- The mobile spoon exists for 12 years
- I originally started it to post about free apps for Windows Mobile
- That was even before the iPhone existed.
 - Hey look! A nested bullet!
 - Another one!
- Today I mostly write about mobile technologies that interest me and different other topics



- 12 years
- Free apps
- Mobile Tech



Agenda

- Basic preparation of presentations (brainstorming and selection etc.)
- Standard structure of a presentation (such as opening, main body and ending)
- Useful body language in a presentation (including use of posture, gesture and eye contact)



Agenda

- preparation
- structure
- body language





Your Deck Should Be:

- Useless without you to provide context
- Attractive
- Informative
- Error free
- Conducive to understanding
- Necessary information only



ACTIVITY

In 15 minutes, design a single slide to support the following text:

Women have been shaping computing since its early days. However, today women hold less than 26% of the global tech workforce. Women Engineers (WE), a 24-month immersive and LIVE online learning experiential program offered by TalentSprint and supported by Google, selects, trains, and nurtures deserving first-year women engineering students to become world-class software engineers. A 100% scholarship that covers the complete program fee along with a rewarding cash scholarship are offered to the selected participants. 730+ students, shortlisted from over 78,000 applicants, have been positively impacted by the program in its first 4 cohorts. The program alumni are working with top-tier tech companies. The next cohort will have 200 seats with 100% fee scholarship that covers the complete program fee, along with a rewarding cash scholarship that will be offered to participants.



Verbal and Non-Verbal Emphasis Techniques



HANDS

EYES

VOICE





Verbal Emphasis Techniques

- Use pronunciation, stress, pace of words.
- Pause before important points
- Silence speaks too
- Repeat key words
- Stress certain words
- Illustrate with examples
- Vary your rate of delivery and volume





Non-Verbal Emphasis Techniques

- Use body language
- Movement emphasises
- Movement distracts
- Talk to the audience
- Use eye contact
- Talk with your hands
- Use right gestures





Identify and emphasize using
words and body.

But remember,
both require planning.

Thank You



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