

Virtual Presentation Skills

A hands-on workshop for anyone who needs to communicate in today's digital workplace



Description

Virtual Presentation Skills is a 120-minute interactive training program that builds virtual communication and collaboration skills. It focuses on how to engage a remote audience through effective online presentation techniques.

Program attendees will learn the needed skills to present content while engaging a remote audience in dialogue. Attendees will also learn practical tips such as appearing professionally on webcams, maximizing audio, and minimizing technical difficulties. In addition, attendees will learn tips for creating slide decks that capture and keep attention.

Topics and Takeaways Include:

- Present content to remote participants with professionalism and poise
- Share your webcam/video with comfort and ease
- Use your best voice while speaking online
- Capturing attention from the start of an online event
- Manage robust virtual discussions, including using effective questioning and dialogue techniques
- Convert in-person slides into well-designed virtual slides
- Preparing in advance to mitigate technical issues, and respond appropriately when they occur

Each hands-on workshop has up to 15 participants connected individually from their own device. Live attendance is required, and participants receive an electronic reference guide with tools and templates.