

Presence In Presentation:

The Mechanics of Effective Presentations

by Bradley Denis, MA

The following is an outline of a two-part workshop guiding participants through the components of effective presentations, including a chance for participants to be coached as they employ these skills and tools. Please direct questions or feedback to bradley@bradleydenis.com

Topic Outlines & Objectives	Materials	Estimated Time
Introduction <ol style="list-style-type: none">1. Provide an overview of the workshop2. Bradley and his background	Worksheet w/ outline	5 minutes
The Four C's: (The Industry's Public Speaking Standard) <ol style="list-style-type: none">1. Credibility, Confidence, Charisma, & Connection2. Why I Don't Use These.		5 minutes
The Five Zones: An Overview <ol style="list-style-type: none">1. Content2. Body & Mechanics3. Delivery4. Audience5. Presence		10 minutes
Content <ol style="list-style-type: none">1. Familiarity, Ease & Interest: (master your material)2. Structure - Openings & Closings (with a middle bit)3. Memorization vs Notes4. Improvisation		6 minutes
Body & Mechanics <ol style="list-style-type: none">1. Being comfortable being seen.2. Breath, posture, tension, relaxation, & movement3. Finding power in stillness4. Attention		6 minutes
Delivery <ol style="list-style-type: none">1. Articulation, projection, gesture, vocal tone, inflection2. The power of concision and silence		6 minutes

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3. Speak with, not at.		
Audience <ol style="list-style-type: none"> 1. The most important part of your presentation. 2. Who are they? Where are they coming from, and what do they already know? 3. What do you want them to feel? To experience? To learn and do? 4. Give up the idea of your audience liking you. They're already on your side. 		6 minutes
Presence <ol style="list-style-type: none"> 1. What is presence? Confidence, poise, articulation, virtuosity, connection, empathy. . .and vulnerability 2. The conveyance of meaning 3. Charisma + Confidence +Credibility + Connection= 4. Vulnerability affords empathy 5. Embodiment & Play 		6 minutes
Conclusion: <ol style="list-style-type: none"> 1. Practice matters/Embodiment <i>is</i> practice 2. Every interaction is an opportunity 3. Find common ground 4. Stay light: Play 		5 minutes
Q & A/ Prep for practicum	Tools outline	5-10 minutes
	Total Time	60-65 Minutes



Presentation Practicum

1 Hour

Presenters will deliver their prepared 5 minute presentation. Afterward the group, facilitated by Bradley, will critique and coach the presentation. (see practicum handout for detailed notes)