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## Delivering Virtual Presentations

**Duration: 0.5 Days    Course Code: DVP100E**

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### Overview:

In today's technology-enabled and global environment sharing information in a virtual way has become common practice. Delivering presentations to a virtual audience however has a unique set of challenges that must be managed in order to meet communication objectives. The Delivering Virtual Presentations workshop is a half-day programme that teaches employees at all levels how to effectively structure and deliver a virtual presentation.

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### Objectives:

- Types of virtual presentations
  - The challenges of delivering virtual presentations
  - Structuring a virtual presentation
  - Using visuals effectively
  - Communicating for clarity in a virtual environment
  - Maximising audience engagement
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### Content:

#### Introduction

- Programme goals and objectives
- The pros and cons of virtual presentations

#### Structuring Virtual Presentations

- Writing a communication objective
- Analysing your virtual audience
- The Structuring Presentations Model

#### Using Visuals

- PowerPoint – do's and don'ts
- Developing a culturally neutral presentation

#### Communicating Virtually

- Communication factors and the virtual presenter
- Asking questions to involve learners

Using technology features and functionality to maximise engagement

#### Workshop Conclusion

- Review of learning objectives
  - Personal learning plan
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### Further Information:

For More information, or to book your course, please call us on 00 966 92000 9278

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