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# BLUE SKY

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# Section 1: Background

## Most Valuable Ideas

Some people find placing all the most valuable ideas or concepts on a single page helps them to remember the ideas.

# My presentation feedback


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**"Feedback is the breakfast of champions"**

Kenneth Blanchard

# My presentation feedback


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**"Feedback is the breakfast of champions"**  
Kenneth Blanchard

## Action planning


**"An ounce of practice is worth a ton of theory"**

Lord Halisham

# Welcome

Welcome to this "Persuasive Presenting to Groups" professional development program run for **BMW Group Australia** by **Blue Sky Professional Development**.

The program is designed to help you to

- **Increase confidence** - keep nerves to a manageable level
- **Structure presentations more effectively** – cut your preparation time
- **Increase skill** – deliver dynamic presentations that engage your audience

This is important so that you can have the peace of mind that comes with the knowledge you can present effectively in a range of business and personal situations.

The program has been developed based on

- My experience working with BMW Group Australia since 2003
- Feedback from completed pre session surveys
- Experience working with hundreds of people on their presentation skills

Previous experience indicates the most important thing determining what you take away from the program is the approach you choose to take. When people keep an open mind and embrace the experience you can see amazing transformations in the way people present ...

Overview	Overview
1. Building confidence (part 1)	1. Structuring presentations – short
2. First major presentations	2. Increasing skill
3. What makes a great presenter	3. Second major presentations
4. Building confidence (part 2)	4. Final exam
5. Structuring presentations – full	5. Action planning

**"Only the curious will learn  
and only the resolute will overcome the obstacles to learning.  
The quest has always excited me more  
than the intelligence quotient"**

Eugene S Wilson

## The 4 stages of learning

The “4 stages of learning” presents us with a model that can provide some insights in to the way in which we learn to become a more skilful presenter.

What is it?

**“The range of what we think and do  
is limited by what we fail to notice;  
and because we fail to notice what we fail to notice,  
there’s little we can do to change,  
until we notice how failing to notice  
changes our thoughts and deeds”**

R.D. Laing

## Building confidence

E

S

R

**"We are what we think.  
All that we are arises with our thoughts.  
With our thoughts we make the world"**

The Buddha

# Building confidence (continued)


**"Things do not change, we change"**  
Henry David Thoreau

# **Section 2: Building Confidence**

# What makes a great presenter

What makes a great presenter?

**"Success leaves clues"**

Anon.

## What makes a great presenter (continued)

**"Whether you think you can or you think you can't  
you're probably right"**

Henry Ford

## Why do we get nervous

If you get nervous about presenting you are not alone - fear of presenting is very common. Why do we get nervous about giving presentations?

**"Of 3,000 people surveyed 41% reported  
their greatest fear is speaking before a group"**

"The Book of Lists"

## Building confidence – being at “PEACE”

P

E

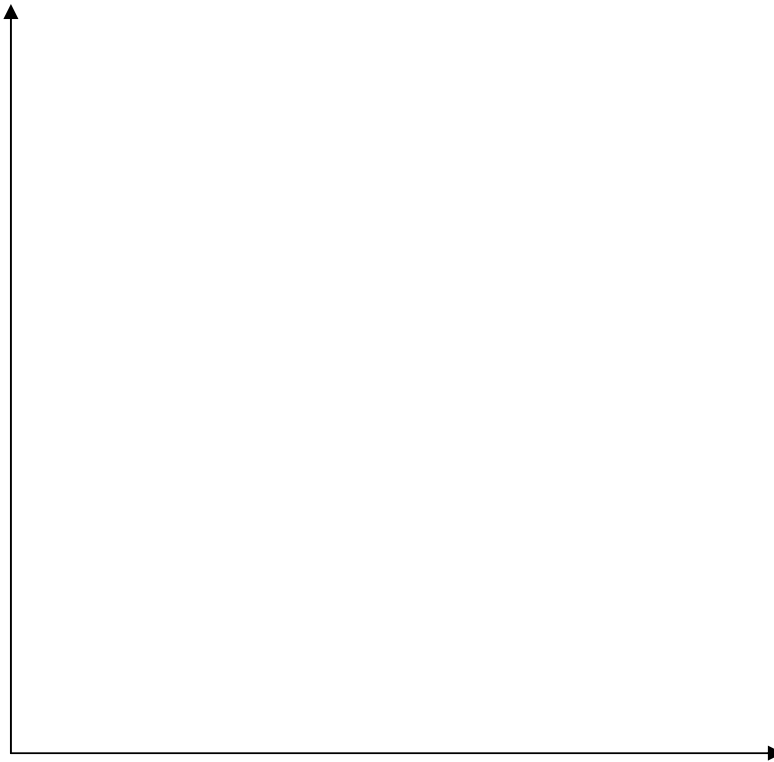
A

C

E

## Building confidence – strategy “A”

A



**“Worry often gives a small thing a big shadow”**

Swedish Proverb

## **Building confidence – strategy “A” (continued)**

**“Courage is not the absence of fear,  
but rather the judgement  
that something else is more important”**

Ambrose Redmoon

## **Building confidence – strategy “A” (continued)**

**“What’s in it for me?  
This is the question that every person  
in every audience wants answered – fast!”**

**“Presentations for Dummies”**

## Building confidence – strategy “P”

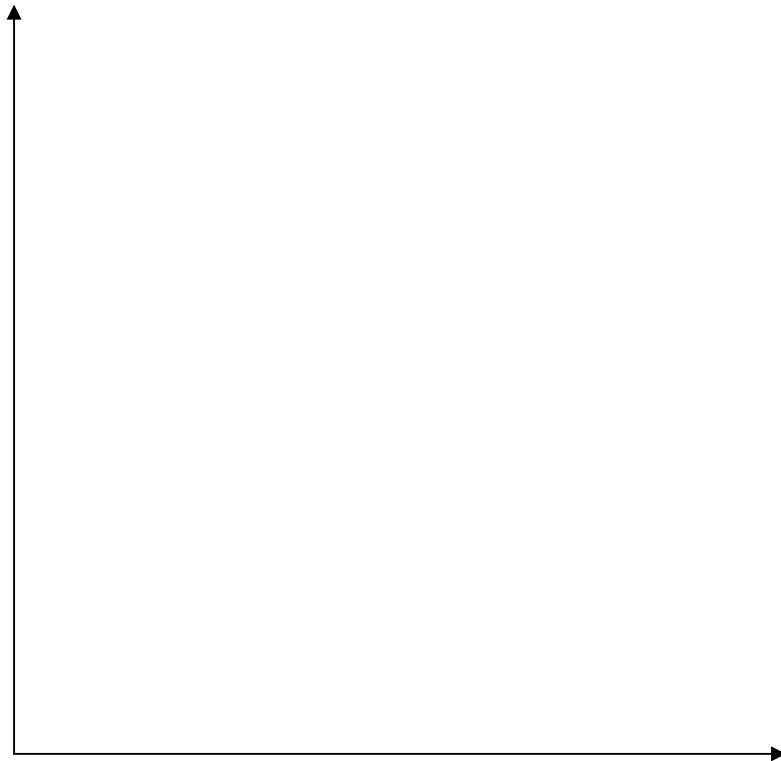
P

**“I’ve always believed that if you  
put in the work the results will come.  
I don’t do things half-heartedly.  
Because I know if I do,  
then I can expect half-hearted results”**

Michael Jordan

## Building confidence – strategy “C”

C



**“All glory comes from daring to begin”**

Eugene Ware

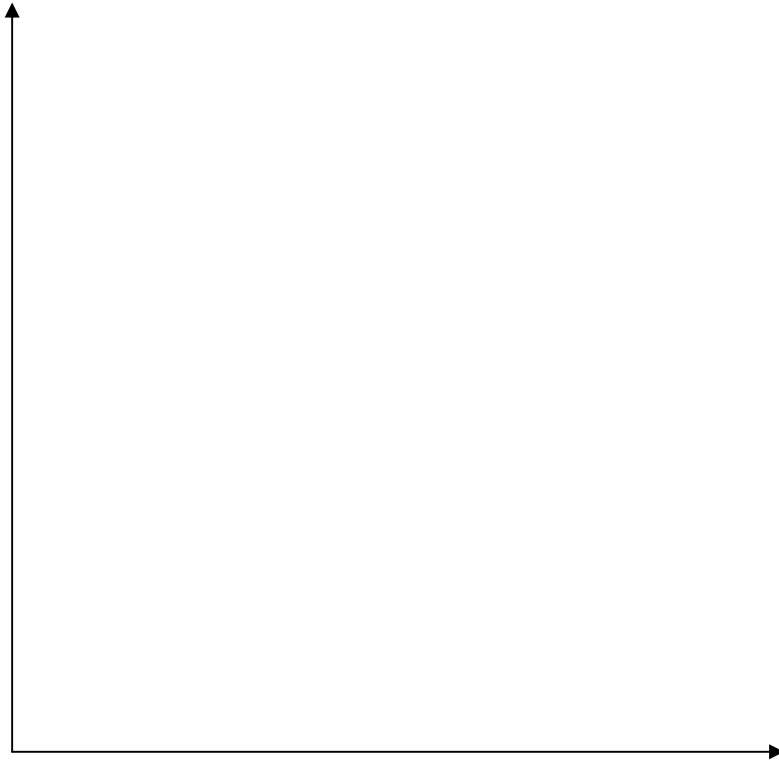
## Building confidence – strategy “C” (continued)


**“Courage is not the absence of fear,  
but rather the judgement  
that something else is more important”**

Ambrose Redmoon

# **Section 3: Presentation Structure**

# Primary and recency theory



# Long presentation structure

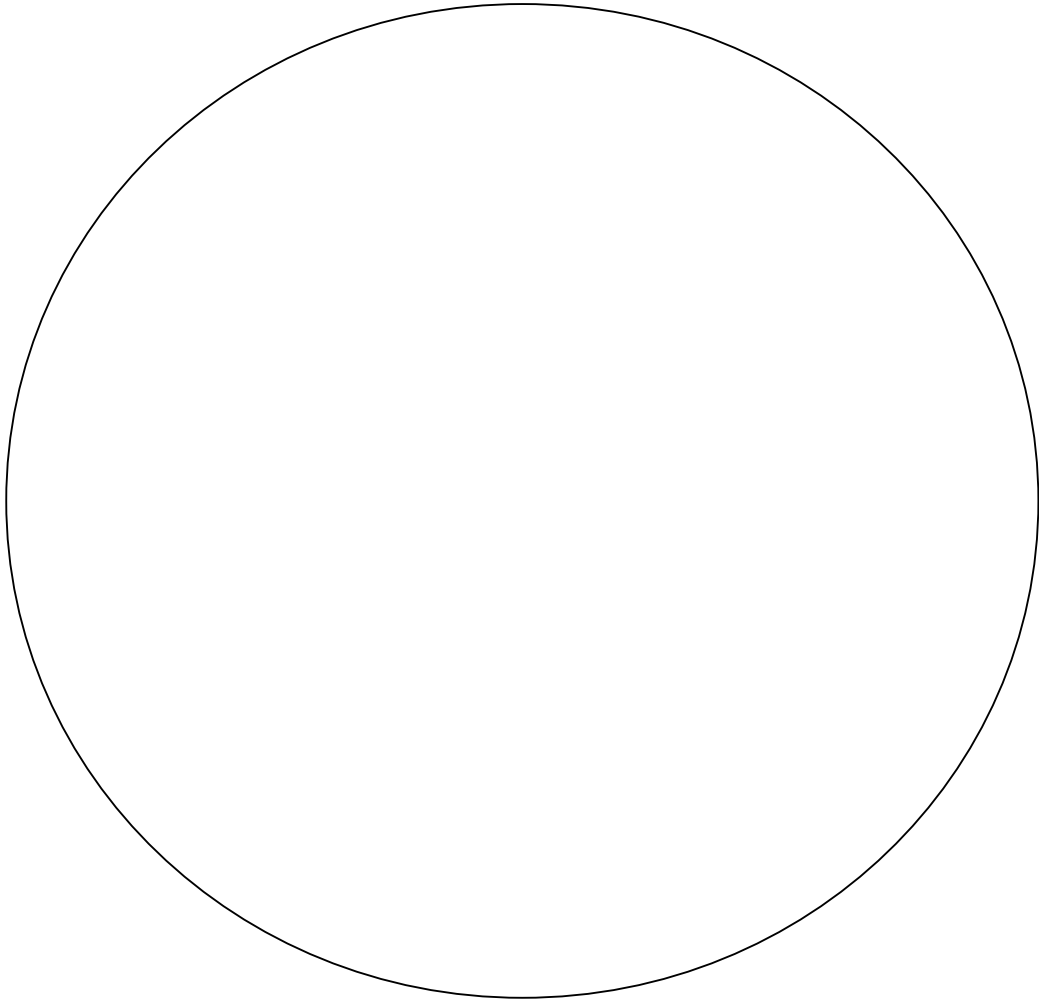
## Short presentation structures

**"I would have written a shorter letter  
but I didn't have the time."**

Mark Twain

# **Section 4: Increasing Skill**

# Communicating with your audience



# Use of voice

# Body language and visuals

**Blank pages for your notes**

**Blank pages for your notes**

**Blank pages for your notes**

**Blank pages for your notes**