

POWERFUL PRESENTATIONS, CERTIFICATE OF COMPLETION

Requirements

Participants explore and apply current presentation delivery and formatting skills needed in today's workforce. Students learn advanced persuasion skills to get their ideas heard at meetings, sell themselves in an interview and organize any business presentation with clarity, brevity and impact. Emphasis is placed on current business presentations, supporting technology, situational and audience analysis, persuasion and organizing ideas to achieve maximum results. Participants practice influencing by applying appropriate verbal and nonverbal strategies.

There are no prerequisite requirements for this program, and courses are open to all students.

| Code | Title | Units |
|------------|---|-------|
| PROW NC067 | High Impact Presentations and Proposals for the Workplace | 0 |
| CMPW NC55A | MS PowerPoint 1 | 0 |

Learning Outcomes

1. Tailor a presentation to a particular work related audience and context.
2. Apply an organizational structure for developing and delivering workplace presentations.
3. Deliver a persuasive presentation using current presentation technology. (Prezi)