**HIGH IMPACT PRESENTATION SKILLS**

**PROGRAM DESCRIPTION**

The people who consistently nail speeches, influence others, and advance quickly have strong presentation skills. Imagine if you could easily communicate and get your peers, customers, and execs excited about your ideas. The workshop is an introduction to public speaking and will serve to strengthen key presentation skills of those who needed it. Improve your presentation skills with quick and easy to implement techniques.

The High Impact Presentation Skills workshop will instill new ideas and refresh practices of people who want to improve on their presentation skills and public speaking capabilities.

* Learn the best practices of presentation
* Identify the challenges and pitfalls that come with presenting
* Know how to visualize and structure your content with technical expertise and resolve
* Captivate audience with polished presence, impact and masterful delivery

**PROGRAM OUTLINE**

**Introduction:**

The workshop begins by setting the context and helping participants appreciate the bigger picture. They are provided with photos comparing good & poor presentation practices and asked to diagnose the latter.

**Presentation Problems & Challenges**

This segment is a peer learning activity wherein participants are led through a discussion on the common challenges they personally experience while presenting. The facilitator wraps up the discussion by summarizing participants' responses, and by providing additional common problems & challenges which participants may have failed to mention during the discussion.

**Essential Tips & Tricks**

The facilitator does a point-by-point discussion on the '10 Things We Should Know About Giving Effective Presentations'. Mini activities and energizers are infused into this segment to encourage participation and increase retention.

**Application**

Before the workshop ends, the facilitator walks participants through a culminating activity to practice the theories and skills introduced during the workshop.

**WHO SHOULD ATTEND**

* People that have to deliver presentation
* Managers and new supervisors
* Entrepreneurs that want to pitch an idea
* Teachers, trainers, instructors and educators
* Management trainees or key employees

**PROGRAM FACILITATOR**

**Doreen Cooper** is an International Learning Facilitator, an Award-Winning Speaker, the Star of #superwithcooper Vlogs, and an Event & Lifestyle Host.

She has designed and facilitated training programs for local and international organizations on personal & professional development, skills development, practical communications, organizational communication, and productivity enhancement. Sample topics are:

* Presentation Skills,
* Effective & Assertive Communication,
* Listening Skills & Nonverbal Communication,
* Influencing Skills & Self-Leadership,
* Collaboration Skills & Dealing with Conflict,
* Communicating Across Cultures,
* Personal Branding,
* Critical Thinking, Problem Solving, Decision Making.

Prior to becoming a freelance practitioner, Doreen served as a regional trainer at McKinsey & Company, the world’s top management consulting firm.

Born to a family of speakers and educators, Doreen started engaging in public speaking when she was 13. She published her first book, #Adulting, in 2018; and has a certificate in fashion styling.

Doreen is a past President of the Executive Toastmasters Club of Makati, and is currently serving as an Area Director, a role which requires her to help multiple club achieve their goals. She is a graduate of Organizational Communication at De La Salle University, and has completed all academic units for a Masters Degree in Communication at the Ateneo.

**RESERVE-NOW-BEFORE-IT'S-TOO-LATE! FORM**

**TO REGISTER:**

1. Fill out the form below and email us at seminars@saltandlight.ph

2. Fill out the form and fax to 813-2745

3. Send the form together with your company check to

**Breakthrough Leadership Management Consultancy, Inc.**

**2/F HPL Building, 60 Sen. Gil Puyat Avenue, Makati**

**TO INQUIRE:**

1. Call 830 2191 or 887 1571, look for Juliet

2. Email us at seminars@saltandlight.ph

**High Impact Presentation Skills**

**Facilitated by Doreen Cooper**

February 4, 2020 | 9:00 AM to 5:00 PM |Joy~Nostalg Hotel & Suites Manila, Ortigas Center

*//source: High Impact Presentation Skills1\_Doreen Cooper\_February 4, 2020\_OP\_Omnibus\_EBlast*

**YES!** Please register \_\_ participant(s) for this seminar/workshop!

**LEARNING INVESTMENT:**

|  |  |
| --- | --- |
| [  ] **Best Buy Rate:** Php 6,977 +12% VAT | [ ] **Early Bird Rate:** Php 7,977 +12% VAT |
|  [  ] **Regular Rate:** Php 8,977 +12% VAT | [  ] **Walk-in Rate:** Php 9,477 +12% VAT |

[ ] **Get 1 FREE SEAT by booking for 3 SEATS**

**Workshop fee includes**:

* AM & PM snacks
* Lunch
* IDs
* Manuals
* Certificates

**TERMS:**

1. Participants availing of the **Best Buy Rate or Early Bird Rate** will be given five (5) working days to settle their fees after the promo deadline. Next applicable rate shall apply if the participant fails to settle his/her fee within the five (5) working day period.
2. **Gift Certificates/Discount Vouchers** from Breakthrough Leadership or Salt & Light Ventures shall only be applied on the Regular Rate. All other promos (2 or 3+1 promo, Group and Suki discounts) are not applicable when GCs or vouchers are applied.
3. **Cancellation** seven (7) working days before the event, whether paid or unpaid, or a no-show during the event will not be honored. Failure to inform of your cancellation before the seven-day deadline will result to 30% charge to your account. This will serve as secretariat and banquet fee. Cancellation should be in writing and emailed or faxed to us.
4. Seminar participation may be transferred to another person in the same company.
5. If you wish to move your reservation to another seminar happening within the calendar year, please note that the rate of your updated seminar choice will be applied. Should the prevailing rate be higher than the initial learning investment already paid for, please settle the balance prior to the seminar date. Promo seats cannot be moved or transferred to another date or seminar.
6. We reserve the option to cancel or reschedule an event if minimum number of participants is not reached.
7. This reservation form, when completed, may also serve as your billing invoice.
8. All seminar fees must be prepaid.

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| **COMPANY DETAILS** |
| **NAME OF COMPANY/ORGANIZATION(BIR-REGISTERED NAME)** |
|  |
| **COMPLETE ADDRESS (Address:Flr/Bldg/St.Village/Bgy./City)** |
|  |
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| **INDUSTRY** |
|  |
| **PRODUCT/SERVICES OFFERED** |
|  |
| **WEBSITE                                                 COMPANY TIN# (REQUIRED)** |
| **[  ] VAT      [  ] Zero-Rated or VAT Exempt** |

*\*For zero-rated or VAT exempt companies, please include your Certificate of Exemption or PEZA registration. Provide Form 2307 or Certificate of Tax Withheld if payment done with tax withheld. Please withhold only 2% as we are classified as suppliers or contractors of services.*

**RESERVING OFFICER'S DETAILS       [  ] MR      [  ] MS      [  ] MRS      [  ] DR      [  ] PROF**

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| --- |
| **FULL NAME** |
|  |
| **NICK NAME** |
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| **CIVIL STATUS:  [  ]Single   [  ]Married** |
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| **JOB TITLE/POSITION** |
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| **TELEPHONE #                                                    FAX #** |
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| **MOBILE #                                                            EMAIL ADDRESS** |
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| **PERSONAL TIN *(for personal reservation)*** |

**PARTICIPANT'S DETAILS**

**PARTICIPANT 1                  [  ] MR       [  ] MS       [  ] MRS       [  ] DR       [  ] PROF**

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| **FULL NAME** |
|  |
| **NICK NAME** |
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| **CIVIL STATUS:  [  ]Single   [  ]Married** |
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| **JOB TITLE/POSITION** |
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| **TELEPHONE #                                                    FAX #** |
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| **MOBILE #                                                            EMAIL ADDRESS** |
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| **PERSONAL TIN*(for personal reservation)*** |

Pls. check if:   [  ] Vegetarian   [  ] Food Allergy:  ­­­­­\_\_\_\_\_\_\_\_\_\_ [  ] Senior Citizen    [  ] Pregnant    [  ] PWD

**PARTICIPANT 2              [  ] MR       [  ] MS       [  ] MRS       [  ] DR       [  ] PROF**

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| **FULL NAME** |
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| **NICK NAME** |
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| **CIVIL STATUS:  [  ] Single   [  ] Married** |
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| **JOB TITLE/POSITION** |
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| **TELEPHONE #                                                    FAX #** |
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| **MOBILE #                                                            EMAIL ADDRESS** |
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| **PERSONAL TIN*(for personal reservation)*** |

Pls. check if:   [  ] Vegetarian   [  ] Food Allergy:  ­­­­­\_\_\_\_\_\_\_\_\_\_    [  ] Senior Citizen    [  ] Pregnant    [  ] PWD

**NOTE:**

* For more than two (2) participants, kindly add more sections to the registration form.
* Putting your mobile number is optional. It's only to be used in case we need to confirm or inform delegates of urgent, last minute changes and in case of emergencies, i.e. weather disturbances, speaker changes, etc.
* Kindly indicate your own TIN if making a personal reservation.
* Inform the secretariat by emailing seminars@saltandlight.ph if the seminar seat will be transferred to another participant within the same company.
* **Billing processing** takes two to three (2 to 3) working days upon receipt of your reservation.
* Please reconfirm your reservation if you do not receive your billing or any confirmation from us through email, call, or SMS.
* For **invoice** concerns, please call Irene at (02) 889-1111 local 765.

*//source: High Impact Presentation Skills1\_Doreen Cooper\_February 4, 2020\_OP\_Omnibus\_EBlast*

**KINDLY SELECT ONE OF THE FOLLOWING PAYMENT METHODS:**

[  ] **By Cheque.** I will send check payment to your office on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[  ] **By Pick-up.** Please pick-up our check on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (time/date).

***Made payable to Breakthrough Leadership Management Consultancy, Inc.***

[  ] **By Bank Deposit.** (Scan copy of deposit slip with your name and seminar title and send to seminars@saltandlight.ph)

     Kindly remit the money to the following. bank details:

     Company Name: Breakthrough Leadership Management Consultancy, Inc.

     TIN #: 008-524-715-VAT

     Account #: BPI CA#3711-0082-83, Gil Puyat, Makati Branch

     Account #: Chinabank CA#143-176931-7 Gil Puyat, Makati Branch

**GROUP DISCOUNTS:**

Knock off a couple of pesos off our rates when you register in groups! Call us to inquire about our group discounts.

\* 3 delegates - Less P 300 per delegate

\* 4 delegates - Less P 400 per delegate

\* 5 or more delegates - Less P 500 per delegate

**SUKI DISCOUNTS & INCENTIVES:**

Salt & Light Ventures' regular customers get an additional P500 discount per person when booking on top of Early Bird Rates and Group Discounts.

*Please note that our regular Group Discounts and Suki Discounts & Incentives are not applicable with our 2+1 and 3+1 promos.*

**IN-HOUSE:**

We'll bring this workshop right at your base - customized and personalized to fit your training needs. Grab this opportunity to train your whole staff and attain results faster and simultaneously. Call 830 2191 or 887 1571 and look for Jenna or Kevin, or email seminars@saltandlight.ph for more details.