

PMI Tallahassee Presents

Project Management Presentation Skills

DR. JAMES T. BROWN PMP PE CSP

July 16, 2014

8:30 am to 4:30 pm

Capital City Country Club

Members \$249*

Non-Members \$270*

7 PDU's

Register at www.pmitlh.org

*After June 30, 2014 - \$270 members & \$295 non-members
Registration includes breakfast (7:30 AM) & lunch

"It was a great learning experience. I now understand how to get a presentation into results. Provided me with the confidence and the tools to go out and do my best."

S. Jain, HSBC

Effective communication is critical to project management success. A critical aspect of communication is your ability to make presentations. Your presentation skills reflect on you, the project, the team & the organization. Like any craft, presentation skills can be learned & there are tactics & tricks to becoming an effective presenter.

In this course you will discover everything necessary to create & deliver successful presentations.

Even if you don't like giving presentations you will master the secrets to comfortably & confidently deliver presentations that communicate what is Necessary & bolsters your credibility with the audience.

"I found Dr. Brown's program very engaging and informative. It wasn't until today that I learned so much about presentation skills & how to incorporate it in my PM environment."

C. Cadand, Mercantil Commerce Bank

"From foundation to fine tuning you will stay engaged & enlightened."

Edward Torino

After completion of this course you'll be able to:

- Outline an informative presentation
- Outline a persuasive presentation
- Create an effective elevator speech for their project
- Conduct presentations across teleconferences & webinars
- Tailor a presentation for the decision makers/audience
- Identify the ten things needed to analyze the audience
- Balance stories, illustrations, examples, PowerPoint & content
- Handle questions, disruptions & conflicts effectively
- Simplify technical jargon to increase audience understanding & acceptance
- Avoid common presentation mistakes
- Make the audience remember the main points of the presentation
- Augment a presentation with a compatible white paper
- Learn how to prepare effectively to ensure professional & confident delivery

"In most seminars, I've gained one or two ideas. After the Presentation Skills seminar I have tons of ideas and information to implement them."

C. Dilley, Shamons Financial Group



About James ...

James T. Brown Ph.D., is president of SEBA® Solutions Inc., a Registered Education Provider for the Project Management Institute. He is the author of *The Handbook of Program Management* published by McGraw-Hill. James has a patent for a project scheduling methodology, & has received numerous awards including the "NASA Public Service Medal." James has a Ph.D. in Industrial Engineering, a MS in Engineering & a BS in Electrical Engineering. He is a licensed Professional Engineer (PE), a certified Project Management Professional (PMP) & Certified Speaking Professional (CSP).