

Larry Hubbard & Associates Associates Butterflies and Sweat Beads: The Perils of Public Speaking Course Outline

Course Overview:

What's #1 on the list of the Worst Human Fears, yet something we all do at some time? No, I'm not talking about flying or heights or bugs, because most people think public speaking is worse than all those! But, as business professionals, every one of us has to make a presentation or instruct a class or talk in a meeting at some time. This session offers presentation tips, and feedback, from someone whose job puts him in front of hundreds of people every month. Bring your war stories and your own solutions for the butterflies and sweat beads caused by public speaking, and share them with your peers.

The course is structured to provide participants with actual, hands-on experience making presentations.

Course Objectives:

- Improve your presentation skills
- Understand ways to control butterflies and sweat beads
- Learn and practice a fail-safe method of making a presentation

Who Should Attend:

Anyone wanting to improve their presentation skills.

Course Modules (8 to 16 CPE hours):

- Presentation skills the good and bad
- Format of a presentation
- Dealing with nerves
- Presentation practice sessions
- Feedback on presentations

Course Leader:

Larry Hubbard is a professional trainer and consultant with a broad background in accounting, auditing, and finance. Prior to founding Larry Hubbard & Associates, Larry's work experience included Mobil Corporation and Ernst & Young. More information is at: www.LHubbard.com

Administration:

No advance preparation or prerequisites are necessary for this course. The program level is basic. The delivery method is Group-Live and 8 to 16 CPE hours in the Personal Development field of study are available.

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