

Course Specification for Chambers' Practice Management

BESPOKE TRAINING & PERSONAL DEVELOPMENT SOLUTIONS FOR BARRISTERS' CHAMBERS



Practice
Management
Excellence

Professional Presentation Skills

Course Description

This course is designed to help barristers, clerks, and chambers professionals develop the confidence and skills to deliver compelling and professional presentations. Whether addressing clients, colleagues, or members, participants will learn how to structure their content, engage their audience, and communicate with clarity and impact.

Learning Objectives:

- Develop confidence in public speaking and presentation delivery.
- Learn how to structure and organise presentations effectively.
- Understand techniques for engaging and influencing diverse audiences.
- Master the use of visual aids and supporting materials.
- Manage nerves and handle audience questions with professionalism.

Key Course Highlights:

- 1. Understanding the Fundamentals of Presentation:**
 - Defining your presentation's purpose and key message.
 - Tailoring content to your audience's needs and expectations.
- 2. Structuring Your Presentation:**
 - Crafting clear introductions, main content, and conclusions.
 - Using storytelling and examples to reinforce key points.
- 3. Delivery Techniques:**
 - Building confidence and managing nerves.
 - Using voice, tone, and body language effectively.
- 4. Engaging Your Audience:**
 - Encouraging participation and maintaining attention.
- 5. Using Visual Aids and Technology:**
 - Designing effective slides and avoiding common pitfalls.
- 6. Handling Q&A Sessions:**
 - Responding to questions clearly and confidently.
 - Managing challenging or unexpected queries professionally.

Key Outcomes:

- Improved ability to deliver professional, confident, and impactful presentations.
- Clearer, more persuasive communication of ideas and proposals.
- Enhanced engagement with audiences, fostering stronger connections.
- Practical techniques to overcome stage fright and deliver under pressure.

How is it done?

Our workshops are designed with significant input from delegates, ensuring relevance and tailored content. Rather than instructing, we adopt a professional coaching approach, fostering maximum learning and meaningful engagement. This methodology ensures high relevance to Chambers and supports lasting change. Delegates can expect minimal use of PowerPoint, with an emphasis on interactive, hands-on learning. All participants leave with comprehensive course notes and additional reading materials to support ongoing development.

Contact Us

For more information about our courses and what else we offer, please visit :

www.pmetraining.co.uk

Or to book your place contact :
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