



# Powerful Presentations : Seven Steps to Successful Speaking

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Speaking in front of an audience, however big or small, is one of life's most challenging tasks. This quick and ready resource highlights seven essential strategies designed to help any speaker become more confident and effective. Complete with a host of useful planning and assessment forms and rubrics, this handy guide explores all the key issues: Why Presentations? Selecting Content Considering Voice and Illustrations Commanding Attention Presenting Confidently Assessing Impact Setting Future Goals. Readers will learn new ways to plan and speak that will build interest in their presentations, and motivate action in their audience. The friendly tone and accessible format make Powerful Presentations a valuable resource that every speaker will return to again and again.

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