

Presentation Skills

- Keynote speaking
- Presentation skills
- Skills session

Keynote speaking

Being a Master of Ceremonies

The Master of Ceremonies is the "conductor" of an event or meeting. The primary responsibility of the Master of Ceremonies is to serve as a genial host. An ideal MC is a person who has poise, presence and who can command the attention of an audience.

The Master of Ceremonies is responsible for ensuring that the program/event runs smoothly, runs on time and that all speakers at the event are introduced in a complimentary, professional manner. Being a successful Master of Ceremonies requires, preparation, a friendly manner and ability to adjust to/ad lib as necessary to ensure a successful event. +more

Presentation skills

- Know the needs of your audience and match your contents to their needs.

Know your material thoroughly. Put what you have to say in a logical sequence. Ensure your speech will be captivating to your audience as well as worth their time and attention.

- Body language is important.

Standing, walking or moving about with appropriate hand gesture or facial expression is preferred to sitting down or standing still with head down and reading from a prepared speech.

- Do not over-dazzle your audience with excessive use of animation, sound clips, or gaudy colors which are inappropriate for your topic. Do not torture your audience by putting a lengthy document in tiny print on an overhead and reading it out to them.+more

Skills sessions

‘Teambuilding provides teambuilding solutions, in a fun, energetic and safe manner that teams, businesses and people love’.

skills sessions . Teambuilding has earned a reputation for the design and implementation of the highest quality experience-based learning programs.+more