



# Presentation Skills

Tired of boring, text-heavy presentations? Want to get more impact out of your slides? Then this is the perfect bundle for you! Our presentation skills package of four courses will teach you how to make your presentations more powerful. Our expert-authored courses, featuring real-world simulations, will give you the tools you need to craft presentations that will engage and empower your audiences.

Learn how to approach the presentation by creating a plan, and how to develop presentation content that is well-organized and meaningful. You'll learn simple and effective techniques for preparing the presentation so that you can express your message clearly and confidently and give a dynamic presentation. Speaking in public is a great way to make a good personal impression on others, as well as to represent your organization in the very best light. With the skills in this course, your presentation won't just be adequate—it will be excellent.

Each course carries the following professional education credits: CEUs, PDUs, and HRCI general recertification credits. For more information on these accreditation bodies, please visit [www.elementk.com/products/certification-and-accreditation](http://www.elementk.com/products/certification-and-accreditation).

## COURSES

- Presenting Your Ideas Effectively (Includes Simulation)
- Presentation Skills (Second Edition)
- Dynamic Business Presentations (Includes Simulation)
- Microsoft® Office PowerPoint® 2007: Level 2 (Second Edition)

**COST: \$450.00**

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