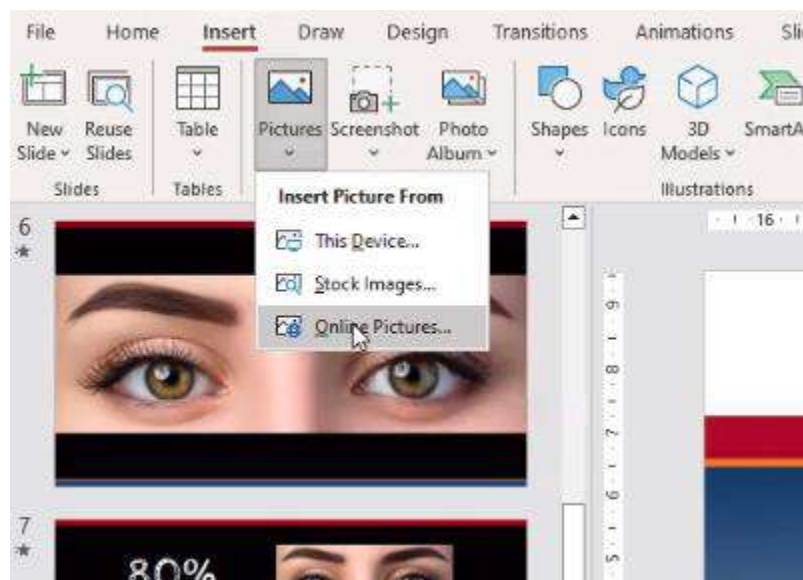


Be a Great Presenter with MS PowerPoint and Presentation Skills

PowerPoint Tips to Captivate Your Audience

- Use images on your slides, not just text!
 - **Fun Fact:** 90% of information sent to our brains is visual.
- Your audience will retain 80% of what they see – make it visual!

Find Royalty Free Images using Microsoft PowerPoint

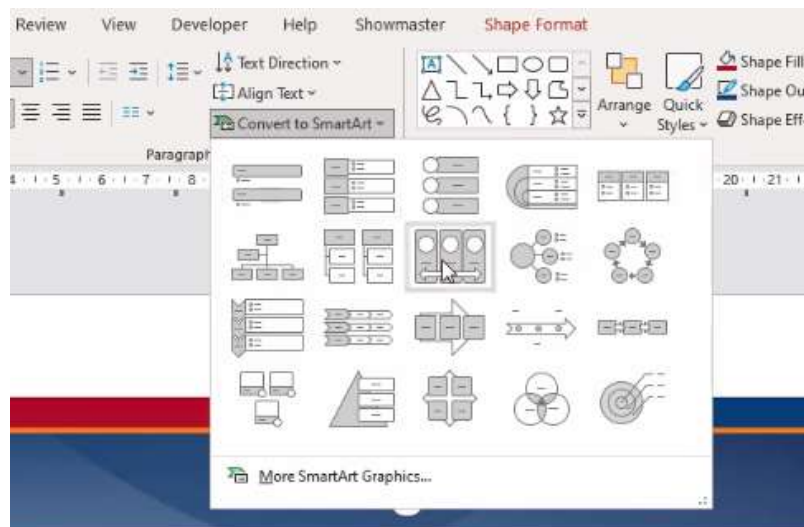


- In the **Online Pictures** option, you can type in the image you are looking for.
 - **Tip:** Filter with the Creative Commons Only option checked.

Bullet Points

- Don't put all your text on the slide.
 - Split up your content into shorter chunks – it's more digestible for your audience.
- Avoid putting paragraphs of text into the notes section of your PowerPoint – just put your main bullet points.
- Use animation to showcase one bullet at a time as you move through your presentation.

Tip: Convert your bullet points into SmartArt



Animation:

- Don't animate just to animate – be purposeful.
- Can be helpful to keep your audience focused on your topic.
- Can be used to help you explain a concept.

Catch the [replay link] or browse our [free resources](#). Ready for the next step? View the [Become a Great Presenter with MS PowerPoint and Presentation Skills outline](#) and register for our [GREAT series](#) today!



BE A GREAT PRESENTER WITH MS POWERPOINT AND PRESENTATION SKILLS



Thursday, April 20th, 2023

12:00pm to 1:00pm ET

**HOSTED AND PRESENTED BY:
Christine Irons and Joel Silverstone**

WHO IS GREAT CANADIAN TRAINING?

Great Canadian Training
provides services across
North America.



Experience
20+ Years



Training
20,000+
Training Hours



Clients
20,000+
Individuals Trained

WHO IS GREAT CANADIAN TRAINING?

GREAT CANADIAN TRAINING PROVIDES:

Training

- Software & Professional Skills training
- Public and private group training
- Live instructor-led sessions online or onsite at the clients' location & at our Ottawa Training Centre

Coaching and Consulting Services

Custom App Development



WHAT DO WE OFFER?

- Fast, quality customer service
- Highly skilled, experienced and professional trainers
- A public class schedule, with guaranteed-to-run classes that run often
- Learn or Come Back Free policy on all public classes
- 24/7 After Training Support for all software training & professional skills
- Both software and professional skills training

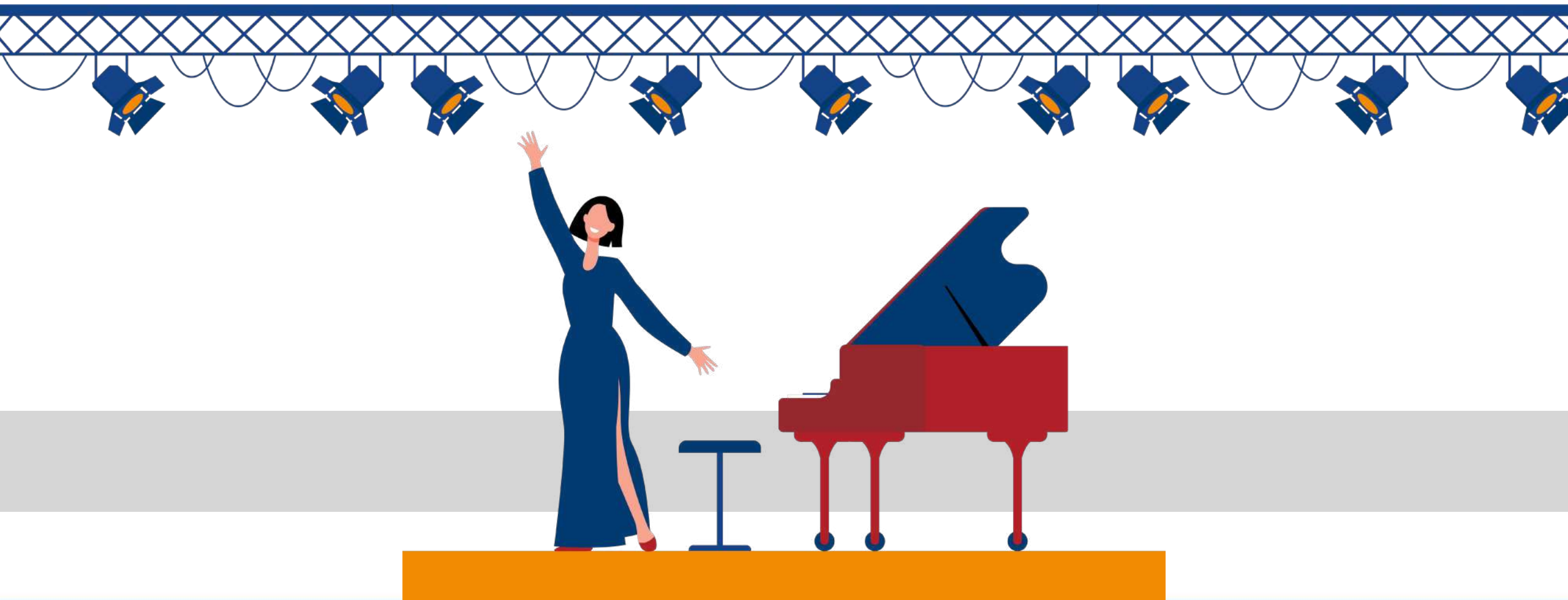


WEBINAR OUTLINE



- You lead the presentation
- You deliver with confidence
- You're clear and compelling
- You use the tools with ease

Vocal Warm-Up





Hollywood Understands

What Your Audience Hopes For

L

Lean

E

Engaging

A

Action

D

Dynamic
Delivery





Set the TONE

Define Your Intentions



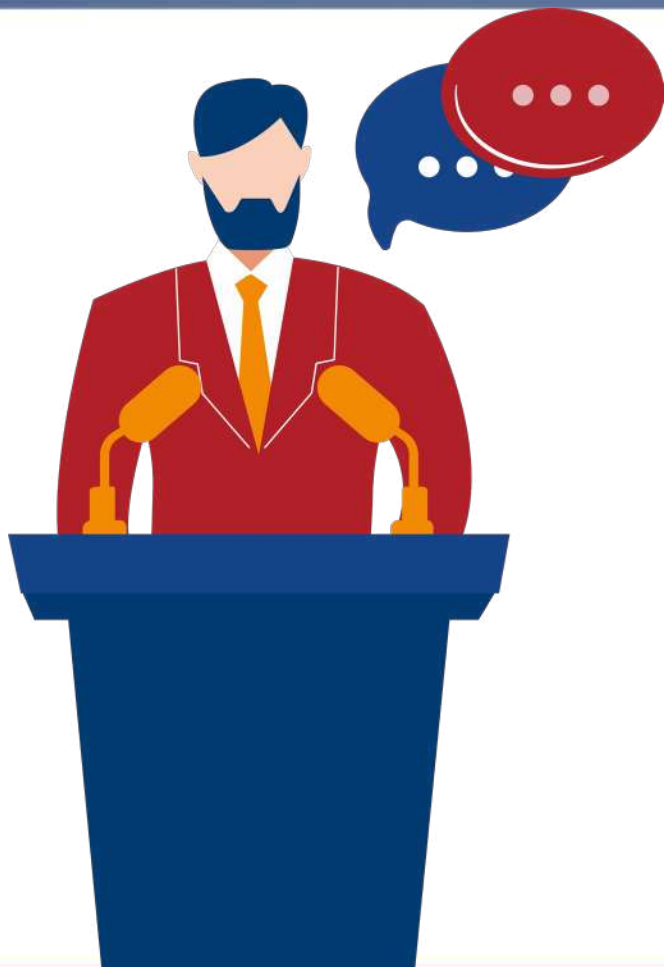
What do you want your audience...

To Feel?

To Think or Know?

To Do?

Opening

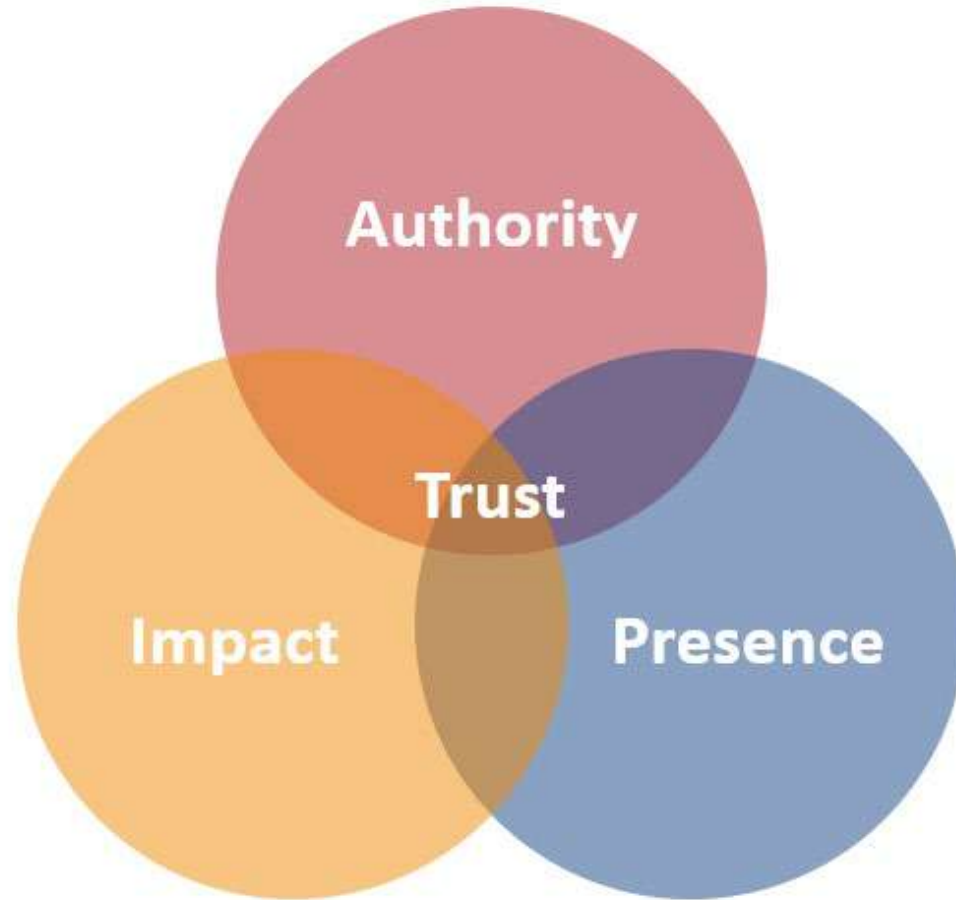


Purpose – What is this about?

Hook - Why the audience will feel:

- Compelled
- Intrigued
- Enthused

Trusted Presenter



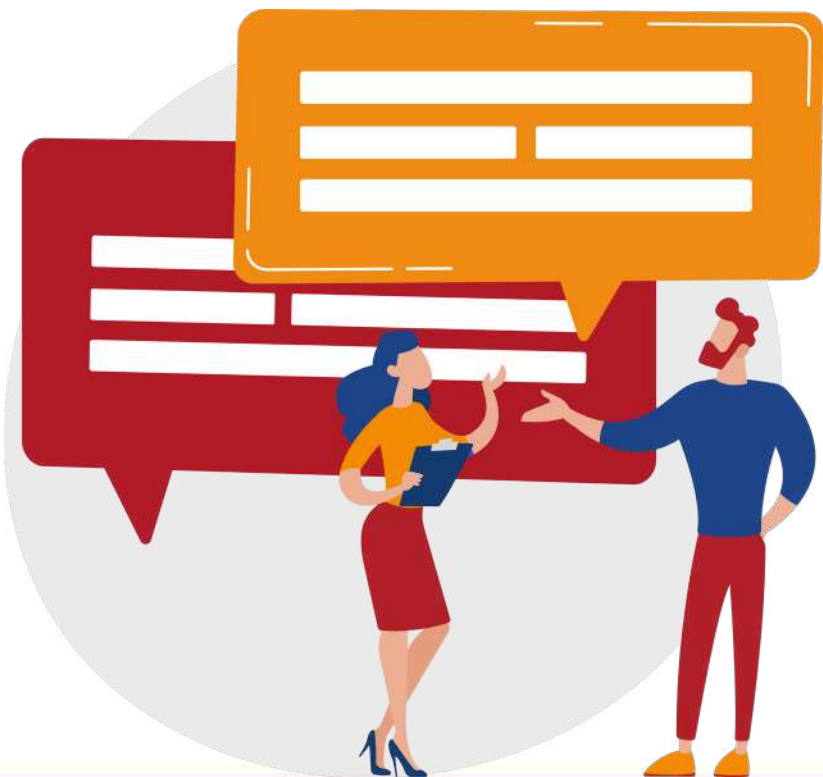


“It’s not about persuasion; it’s about connection.”



What Do They See? Hear?

Presenting



- **55%**
Body language
- **38%**
Tone
- **7%**
Words

PITCH PACE PAUSE



Would You Like A Taco?



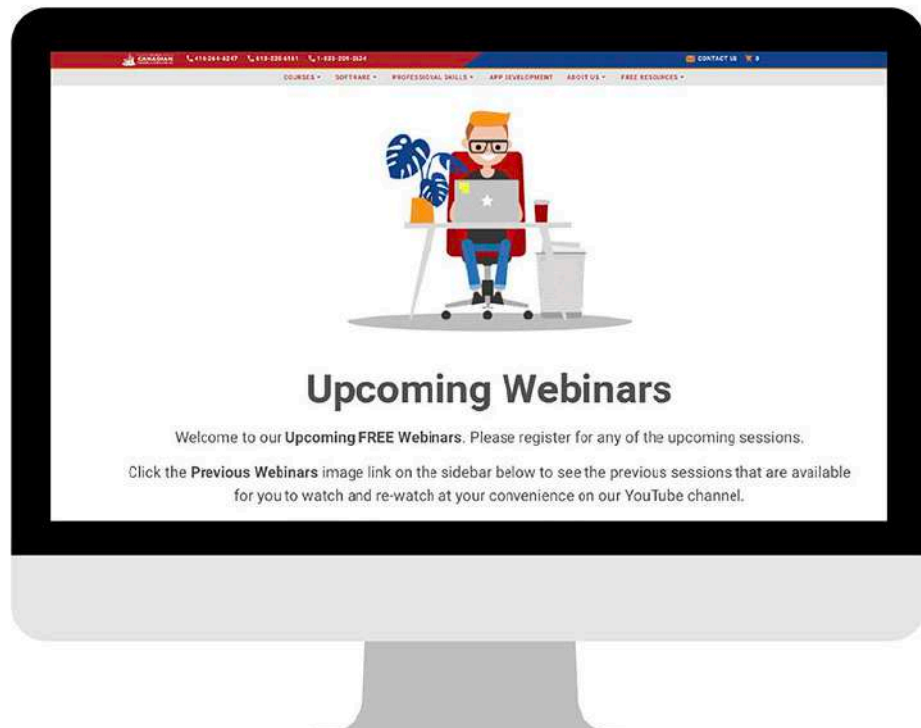
Upcoming Webinars

May 16, 2023

10 Cool Features You Should Be Using in Microsoft 365

June 21, 2023

Change Management – Turn Resistance into Resilience



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