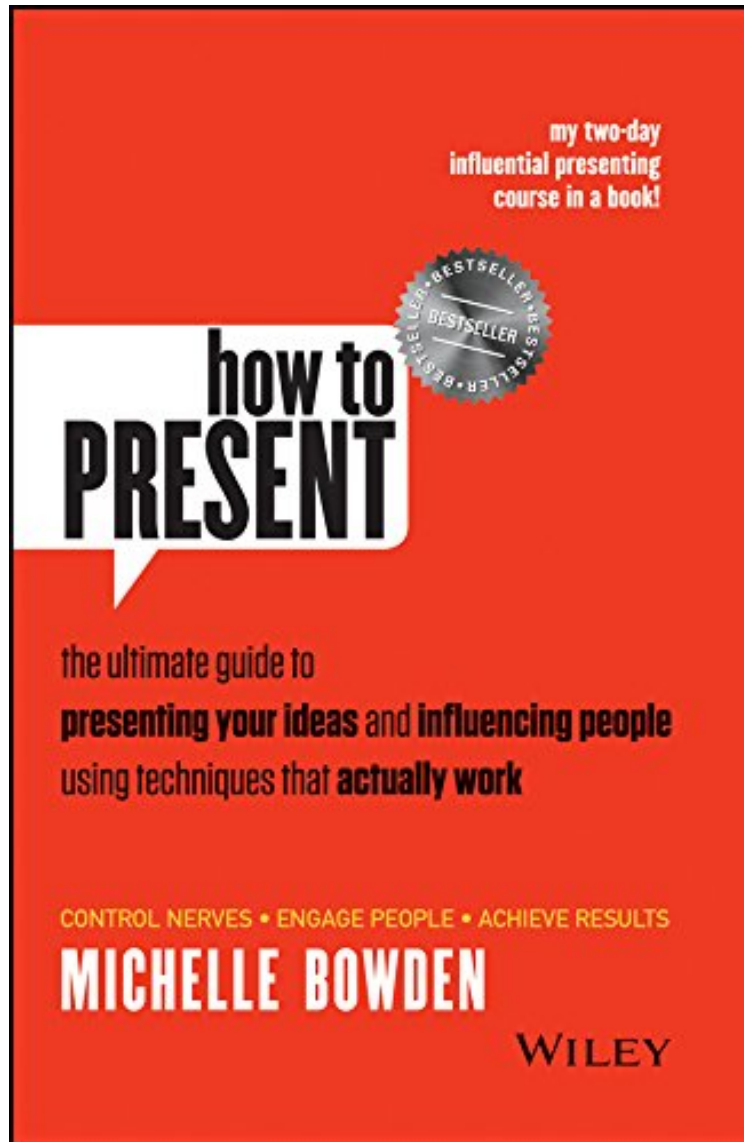


[Free download] How to Present: The Ultimate Guide to Presenting Your Ideas and Influencing People Using Techniques that Actually Work

How to Present: The Ultimate Guide to Presenting Your Ideas and Influencing People Using Techniques that Actually Work

Michelle Bowden

*DOC | *audiobook | ebooks | Download PDF | ePub*



[Download](#)

[Read Online](#)

#1146320 in eBooks 2013-01-23 2013-01-23 File Name: B00B5YNJ12 | File size: 30.Mb

Michelle Bowden : How to Present: The Ultimate Guide to Presenting Your Ideas and Influencing People Using Techniques that Actually Work before purchasing it in order to gauge whether or not it would be worth my time, and all praised How to Present: The Ultimate Guide to Presenting Your Ideas and Influencing People Using Techniques that Actually Work:

0 of 0 people found the following review helpful. Practical and easy to follow guide to successBy J Garland McLellanPresenting ideas and influencing the board is an everyday occurrence for directors and senior executives. Doing it well is a rare one!Described as 'the ultimate guide to presenting your ideas and influencing people using techniques that actually work' this useful book lives up to its promise: it is a straightforward 'how to' manual with simple yet effective tools that will turn even the most nervous stutterer into an effective presenter.The first great point about the book is that it recognises presentations as a varied range of communication opportunities; from speaking a few words whilst seated at a meeting table with your colleagues, through formal presentations, to major convention addresses. Each requires a different approach and yet each starts, as does the book, at the step of analysing your goals and deciding what you want to achieve from the presentation. If there is nothing to achieve, don't take the risk! Keep your powder dry and save your time and effort, not to mention breath, for a time when there is a worthwhile reward to be gained.Once you are clear on your objective you can start to design the presentation - to think about a script and structure that will achieve the desired outcome. The book uses the same stepped methodology that was introduced in Michelle's last book (Don't Picture Me Naked) and which forms the framework for her superb courses and seminars. It works. It doesn't need reinventing and is shown here with the same clarity and force as in her other work.At last the book gets to actually delivering the presentation. This is where inferior books start. Even so, there is a point of difference and it is the way that Michelle starts with the presenters' mental state and helps to get that right before moving to the mechanics of warming up the voice and establishing rapport. (Yes - rapport can be built just like a Lego™ set if you follow the instructions)The sections on using visual aids are refreshingly small in comparison to the rest of the text and the inclusion of thoughts about setting up the room is a valid and handy feature.Like all of Michelle's work, this book is practical. There are checklists at the back and a useful summary of the simple tips that scatter the pages. This book will make you a better presenter if you read it. It won't work from the bookshelf but it will work in every other circumstance I can imagine. Although the prospect of Michelle naked is likely highly attractive to half the population this book is an improvement of the last and is also a smaller volume that is easier to carry for last minute cramming whilst on the flight to the next meeting. If you see me on the plane with my nose in a little red book, this is likely to be it!As I write this review I am taking a break from filling in the paperwork to apply for accreditation as a CSP - the highest internationally recognised professional speaking qualification. I am feeling remarkably confident. Much of that confidence is gained because the feedback from my presentations has been good and getting better over many years. I have enjoyed reading Michelle's earlier works and also her courses. Much of my skill has been learned from her writing and only the practice that has honed it is truly mine. I know her advice works. I hope you will know it also.Highly recommended and available from .com.Also available in kindle edition. * Julie Garland McLellan is a professional non-executive director, board and governance consultant and mentor. She is the author of "Dilemmas, Dilemmas: practical case studies for company directors", "The Director's Dilemma", "All Above Board: Great Governance for the Government Sector" and numerous articles on corporate strategy and governance.2 of 2 people found the following review helpful. A Must Read for Anyone who Presents to an AudienceBy DaveHow to Present made an enormous difference to my presenting. It gave me the confidence to deliver a well received presentation to 250 people when I'd never presented to more than 30 before.Highly recommended!0 of 1 people found the following review helpful. Essential Business TextBy Accountant SydneyThis is an essential business text for anyone who is serious about accelerating their career. The best book I've read on the subject of presenting. Good job.

Do you get nervous when presenting at work? Do you want to showcase your knowledge, influence people and accelerate your career? Would you like to learn the secrets of successful speaking, communicating and presenting? How to Present reveals how you can be a confident, clear and influential presenter every time. Presentation skills expert Michelle Bowden shares her internationally proven 13-step system to exceptional presenting, starting with analysis (plan what you would like to achieve), then design (put your presentation together) and delivery (communicate your message for results). Whether you're presenting or speaking to one person or thousands, this is the essential guide to becoming an outstanding presenter. How to Present will help you: maximise your impact in meetings, conferences and conversations manage your nerves so you feel calm and confident engage your audience and master the art of persuasion deliver your message clearly and with authority command attention and achieve your goals! There is no other book on the market like this that will take you step-by-step through the process of successful presenting. — Steve Weston, Managing Director of Retail Lending, UK Retail and Business Banking division, Barclays

From the Back CoverDo you get nervous when presenting at work? Do you want to showcase your knowledge, influence people and accelerate your career? Would you like to learn the secrets of successful speaking, communicating and presenting? How to Present reveals how you can be a confident, clear and influential presenter every time. Presentation skills expert Michelle Bowden shares her internationally proven 13-step system to exceptional presenting, starting with analysis (plan what you would like to achieve), then design (put your presentation together) and delivery (communicate your message for results). Whether you're presenting or speaking to one person

or thousands, this is the essential guide to becoming an outstanding presenter. How to Present will help you: maximise your impact in meetings, conferences and conversations manage your nerves so you feel calm and confident engage your audience and master the art of persuasion deliver your message clearly and with authority command attention and achieve your goals! There is no other book on the market like this that will take you step-by-step through the process of successful presenting. — Steve Weston, Managing Director of Retail Lending, UK Retail and Business Banking division, Barclays About the Author Michelle Bowden is a Certified Speaking Professional who presents to thousands of people each year. Michelle's client list reads like a who's who of international business from banking and finance, information technology, pharmaceutical, telecommunications, and retail — plus many more. Visit www.michellebowden.com.au.