

EFFECTIVE PRESENTATIONS: PLANNING A PRESENTATION

Who should attend?

This course is designed for those individuals in the semiconductor industry who require the knowledge and skills to plan an effective presentation.

Course Benefits

Increase knowledge of techniques and tools needed for successful business performance.

Improve skills that affect daily business operations.

Course Objectives

- Learn how to determine realistic presentation objectives, how to analyze your audience, and how to use supporting materials effectively.
- Learn how to organize your presentation clearly and successfully incorporate visual aids into your presentation.

Course Modules

1. *Background Information*
2. *Gathering Information*
3. *Building the Presentation*
4. *Coordinating Presentation Mechanics*

Registration Information

Prerequisites: *None*

Course Length: *4 Hours*

Course Type: *Web-based Training*

Course Number: *TRN/WNG-42*

To enroll or for more information on our products and services, please call our registrar at one of the numbers below or go to www.appliedtraining.com.

- 1-800-468-8888, option 4 (United States)
- 1-512-272-0027 (International)

Computer System Requirements:

Attending this course requires a Windows 98, NT, 2000 or XP computer using Internet Explorer 5.5 or higher. 128MB RAM or higher and high-speed Internet access is also highly recommended.