



Presenting For Professionals

WORKSHOP

Wednesday March 10 or
Wednesday March 24
11 am - 1 pm

ISU-Extension
Lower Level Conference Room
127 N. Main Street
Mount Pleasant, IA 52641

◆ Workshop is Free, Brown Bag Lunch

◆ RSVP to Jean Spiesz at
(319)385-5950 or Email:
Jean.Spiesz@wlfoods.com

Guest Presenter

Toina D. Vickers

California Educator

Toina (pronounced Twa-na) is a decorated orator and presenter having won numerous awards for her speaking ability. With more than 20 years of public speaking experience, Toina comes to us well prepared to assist those of us uncomfortable with speaking in public settings.

I. Introduction

- A. Overview of the course
- B. Ice Breakers to ease into public speaking
- C. Methods of presenting

II. Speaking for the Professional audience

- A. Avoiding social jargon
- B. The ahhs, uhhs, and ums of professional speaking
- C. Use of note cards
- D. Use of Power Points

III. Visuals for the Professional audience

- A. How to and not to use Power Points
- B. Designing Power Points
- C. Utilizing the information on the Power Point

IV. Putting it all to use

- A. Preparing mock presentations or actual presentations depending on the needs of the student
- B. Conduct presentations either one on one or in front of the group

Sponsored By:

Healthy Henry County Communities,
Mount Pleasant Area Human Resource
Association, ISU Extension of Henry
County and Mount Pleasant New Iowan
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