





# PUBLIC SPEAKING SKILLS



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Bur Dubai - United Arab Emirates

## ABOUT THE COURSE:

Public speaking is one of the best appreciated skills not only in the delivery of speeches and public talks. It is very much connected with our day-to-day job functions and performance. The ability to speak in front of a group will lead every professional to a better presenter and a successful professional.

## WHO NEEDS THIS COURSE?

Consultants, Managers, entrepreneurs, Training managers, Sales and marketing staff, teachers and anyone who likes to improve their public speaking abilities.

## COURSE COVERAGE:

- Ethics of Public speaking
- Speaking and listening
- Selecting topic and purpose
- Analysing the audience
- Gathering materials
- Supporting your ideas
- Organizing the body of the speech
- Beginning and ending the speech
- Outlining the speech
- Presenting the speech using language and visual aids
- Body language
- Varieties of public speaking (speaking to inform, speaking to persuade, methods of persuasion)
- Speaking on special occasion
- Presenting your speech online
- Speaking in small groups
- Various speeches for analysis and discussion.

## WHY YOUROWN?

- 12 hours of practical training
- Experienced and professional trainers
- Pre and post analysis of the speeches of the students
- Updated course materials
- Online and on-site classes

## ABOUT US:

Your Own Institute of Training and Professional Development is established in 2021 with the approval from DED and KHDA- Dubai.


A set of experienced Educational Experts, world class Trainers and Professional consultants who know the need and pulse of the working force, are behind this venture. This Institute is developed after doing immense market survey from the working force and the Corporates. We collected feedback from them and realised what they want exactly to upgrade in their professional career.

As the name suggests it is 'YOUR OWN INSTITUTE'. We are committed 100% Customer happiness. Excellent consultation, career counselling based on TNA and world class training are our highlight.

We at YOI, offer you a wide range of Professional courses. Whichever field you are working, we have a course for your Professional Development. We provide a complete exam preparation for Professional courses like ACCA, CIMA, CMA, CPA, CIA, CFE, CAMS, IATA courses, international HR Certifications, PMP, Six Sigma, NCMA programs and many more. Besides these, we have KHDA certificate programs on Airline and travels, Accounting and finance, Engineering, IT, Languages, Logistic and Supply chain and courses related to Management. All these courses are approved globally & attracts employment opportunities from Multinational companies.

We at Your Own Institute also provides excellent coaching and training for the Corporates. We have a team of Professionals who can tailor made and customize the programs for you in a very affordable budget and we guarantee your satisfaction as an end result. We also offer you one day and two-day workshops to upgrade the skills of your employees.

We are offering both Online and on-site classes. We are open to conduct the classes at our premises, your company premises, Hotels or any venue according to your convenience. We guarantee on quality and satisfaction on every situation.

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