



Professional Speaking Skills

One on One (1/2 day), Small or Large Groups (1/2 to 1 day)

If you run meetings, address the public, engage in teleconferencing or speak to the media you simply must attend this workshop.

Fast-tracking individuals to speaking excellence!

OBJECTIVES

The minute we begin speaking, people make all sorts of judgments about us based on how we sound – judgments such as how educated, professional, interesting, trustworthy and confident we are. These perceptions will often influence their attitude towards us. This workshop shows participants how to sound confident, articulate, and dynamic so that they can best represent themselves in any situation. A professional sounding voice is a stepping-stone to career success while weak, sloppy speech is often associated with sloppy work practices. This ‘hands-on’ workshop that will teach people how to inspire confidence by sounding professional and polished in any situation.

OVERVIEW

This course is designed for anyone who wants to learn simple yet powerful techniques to:

- Sound clear, polished and sincere
- Unlock the power of their natural voice
- Captivate attention with colourful speech
- Exude energy, enthusiasm and charisma

Through a series of interactive and fun exercises, participants will develop their most valuable personal asset – a clear, confident, commanding speaking voice.

PRESENTER

Dr. Irena Yashin-Shaw PhD is a voice, speech and communication specialist who works with individuals, businesses and large organisations to achieve peak performance in oral and interpersonal communication. Her organisation, *Speaking Edge*, empowers clients by building confidence in speaking, voice management, personal power and presentation skills. With a PhD in Educational Psychology and a Masters degree in Adult Education, Irena is an experienced and highly sought after educator who understands what works and why when it comes to helping people learn and develop.



SCHEDULE

9:00am	WELCOME AND ICEBREAKER
9.30am	<p>ARTICULATION AND CLARITY Sound professional! Inspire confidence!</p> <p>Learn how to train and use your articulators to deliver accurate, firm and fluent speech for excellent diction and clear communication.</p>
11:00am	<i>Morning Tea (20Minutes)</i>
11.20am	<p>RESONANCE AND PROJECTION</p> <p>Be assured of commanding the attention you want! Learn the secrets of improving the tone of your voice making it fuller and richer, with more 'staying' power and carrying power without fatigue. The principles apply whether speaking to three, three hundred or three thousand.</p>
1:00pm	<i>Lunch (45 minutes)</i>
1:45pm	<p>MODULATION AND EXPRESSION</p> <p>Make an impression on all who hear you! Discover the many ways our voices can be varied to produce speech, which is interesting, vibrant, and confident of always engaging the attention of listeners.</p>
3:30pm	<i>Afternoon Tea (20 Minutes)</i>
3:50pm	<p>ENERGY AND VITALITY</p> <p>Project a persona of confidence, enthusiasm and dynamism! Animate and energise your speaking voice, reduce self-consciousness and take command of your 'space'. This session will empower you with some simple and fun strategies for achieving this.</p>
4:45pm	How to implement what we've learned. / Feedback/Close
5:00pm	Finish



TESTIMONIALS

Irena your course was so riveting. I actually listened to every word you said (I have a tendency to switch off). By far the best course I've ever done.

Steve Dalton - Dalton Technology Pty Ltd

I'd recommend the Confident Speaking Course to anyone who needs to communicate with groups or individuals. The flow-on benefits are significant.

Robert Barton – Policy Advisor QLD GOVT.

Irena, your *Confident Speaking Course* was fantastic. I would have to say, that it has been one of the best courses that I have attended and I would recommend it to anyone who would like to express themselves with confidence.

Robyn Warne - Businesswoman.

This training is useful in all aspects of speaking from dinner table chatter, boardroom presentations, training sessions and public speaking. It can be applied to all situations. For this reason it is hugely beneficial and I recommend it to all.

Anita Smith - Director – Your Virtual Group

I found Irena's *Confident Speaking Course* very helpful and educational. I came along to learn to speak more confidently, but on the way learned other skills that were new to me such as how to use vowels, consonants and drama principles for good effect. Irena's course is empowering and I thoroughly recommend it for timid public speakers.

Robert McIntyre – Senior Investigator, Qld Ombudsman's Office

I enjoyed the *Confident Speaking Course* immensely and have learned new skills enabling me to speak more clearly and confidently in every situation that presents itself. I would recommend the course to anyone who wishes to express themselves better.

Heather Boon- Director, Admin Excellence

I came to the *Confident Speaking Course* knowing I needed to improve my speech but having no idea at all about how this could best be done. I found the course very helpful. I was so surprised how well it suited my needs. My confidence in speaking in general has improved. I am now aware of what it is that I am doing and what it is that I should be doing. I enjoyed the practical exercises that were used throughout it. I was glad Irena was able to give us all individual attention and pick up on things that needed work.

Katrina Archibald- Public Servant



Irena delivered this course in a fun manner that engaged and maintained interest throughout the day. I found there were lots of tools to take away and lots of food for thought.

Marilyn Turner – AusIndustry

This is the best course I have ever attended. More courses like this should be promoted through the public service.

Rachel Chin – Medicare Australia

Irena was so engaging – the course was practical and enjoyable.

Sheree Hindmarsh - Bureau of Rural Sciences

Irena was great – made the entire day interesting and engaging.

Belinda Gilchrist, ACT Department of Education and Training



Enrolment Form – Professional Speaking Skills

ABN 34 073 999 185

Send this form to Acorn: Fax (02) 6162 2077 or e-mail to bookings@acorntraining.com.au

We will ring you to organise a time to run the session.

Attendee's name	Email address	Phone Number
1.		
2.		
3.		
4.		
Organisation		
Branch/Division		
Address		
Phone #		
Fax #		

Payment Details

Single attendee: \$595

Second and subsequent attendee: \$395

For larger groups please call for a quote

1. Credit Card (Amex, Diners, Visa, MasterCard)

Name _____ Card No _____

Expiry date _____

2. Invoice

Signed off by _____ Name _____

Email invoice to: _____

Terms: Payment is due on or before the day of the session.