



## Perfect Presentations

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By Michael Maynard, Andrew Leigh

Paperback. Book Condition: New. Not Signed; Perfect Presentations is an invaluable guide for anyone preparing to speak in public. Written by Andrew Leigh and Michael Maynard, professional trainers with years of experience in the field, it explains how to plan and structure talks, offers tips on conquering nerves, and gives suggestions for the most effective and inspiring way to deliver your message. Whether you're taking your first steps on the career ladder and want some pointers, or you're a seasoned professional looking to refine your presenting technique, Perfect Presentations has all you need to make sure you come across brilliantly. The Perfect series is a range of practical guides that give clear and straightforward advice on everything from getting your first job to choosing your baby's name. Written by experienced authors offering tried-and-tested tips, each book contains all you need to get it right first time. book.



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