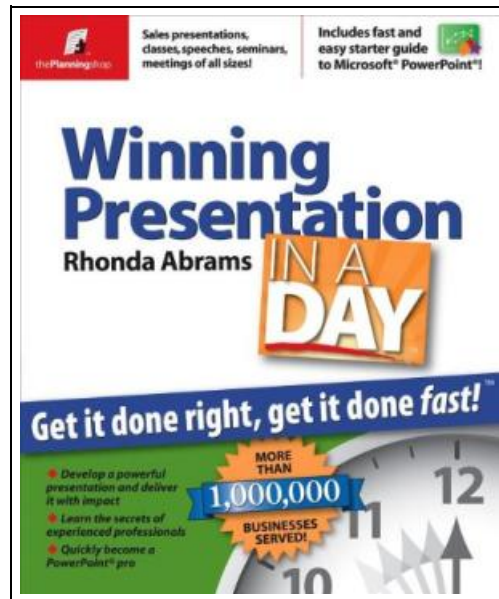


## Winning Presentation in a Day Get It Done Right, Get It Done Fast



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*This is actually the best book i actually have go through right up until now. It generally will not price an excessive amount of. I discovered this book from my dad and i suggested this book to understand.*  
**(Norma Carroll)**

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Planning Shop. Paperback. Book Condition: New. Paperback. 211 pages. Dimensions: 8.8in. x 7.5in. x 0.6in. Sooner or later, everyone has to give a presentation, whether at work (a sales call, a briefing to the boss, participating in a seminar) or in personal life (a class report, speaking at a community organization, leading a program at church or synagogue). Yet the idea of getting up in front of others absolutely terrifies many people. This handy guide shows readers how to overcome their fear and create a great presentation quickly and easily. Written by small business expert and syndicated columnist Rhonda Abrams, this book covers all the most important aspects of developing and delivering a successful presentation, including: content; organizing an effective message; delivery techniques such as pacing, humor, statistics, and storytelling; handouts, graphs, charts, and other tools; managing the Q and A; making a good impression; and conquering stage fright. Also included are equipment tips and techniques for videoconferences and teleconferences. From the Publisher Winning Presentation In A Day is designed for people who need to create a presentation quickly for: Company reports, budget presentations, corporate briefings Reports to clients Keynote speeches Sales calls or presentations Workshops, seminars, or training sessions Conferences, conventions, trade shows Webinars, phone or video conferences Panels and multi-person presentations Business plan presentations New product demonstrations Presentations to potential funders Class reports Community organizations, churches, synagogues, mosques This item ships from multiple locations. Your book may arrive from Roseburg, OR, La Vergne, TN. Paperback.



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