

by Monette Iturralde Hamlin

Effective Presentation Skills for Decision Makers

July 17, 2009 • Mandarin Oriental Hotel, Makati



Hurry!
Register before
June 11, 2009 and avail of the
Early Bird **DISCOUNT!**

ADVANTAGES of effective presentation skills

In today's intensely cutthroat business environment, companies are now realizing the importance of effectively communicating its products and services. Impactful, persuasive, and powerful delivery give companies a competitive advantage in marketing its offerings and brand.

Monette Iturralde-Hamlin's seminar, "Effective Presentation Skills for Decision Makers" guides you on planning, preparing, organizing, and delivering audience-oriented presentations clearly and confidently, whether you are an experienced or inexperienced presenter. The seminar equips you with the right skills to get the results you want from your presentation through increasing your self-confidence, cutting preparation time, developing compelling visuals, controlling your stage, and managing your audience.

BENEFITS of attending the seminar

Learn the ropes on presenting effectively. Specifically, you'll learn how to:

- Prepare and plan your presentation
- Understand the different types of audiences and how to deal with them
- Organize the flow of your presentation
- Use the right words, language, and style for a persuasive delivery
- Prepare and utilize different kinds of visual aids
- Set up the stage to your advantage
- Rehearse and warm up before the presentation
- Get your audience involved

What are the TOPICS

1. Getting Started and Planning
2. Analyzing the Audience
3. Getting Organized and Designing the Presentation
4. Using Persuasive Language
5. Creating Compelling Visuals
6. Setting the Stage
7. Honing your Verbal and Non-Verbal Communication Skills
8. Handling Informational and Adversarial Questions
9. Rehearsing and Delivering the Presentation
10. Managing Audience Participation

Who should ATTEND

High-level executives, sales executives, and other positions in the company who regularly deliver presentations to clients, customers, or stakeholders

About the SPEAKER



Monette Iturralde-Hamlin, president and founder of TeamAsia, is a renowned speaker who regularly conducts workshops on business writing, presentation skills, cross-cultural management, teambuilding, and handling difficult people. Her workshops are offered to the public and are typically fully subscribed. Monette is frequently invited to present these specialized seminars and workshops in-house for major global brands, multilateral institutions, and government agencies.

Monette is a hands-on manager, taking direct responsibility for such innovative programs as The Asian Management Awards, Asia's first region-wide award for regional excellence, as well as overseeing the execution of a wide range of highly targeted events, from exclusive breakfast briefings to gala product launches to public seminars of the world's top business speakers.

Monette's professional associations include the People Management Association of the Philippines, the Philippine Society for Training and Development, the League of Corporate Foundations, and the Philippine Association of Conference and Exhibit Organizers and Suppliers. Monette completed her Bachelor of Arts majoring in Psychology at the College of the Holy Spirit, graduating Summa Cum Laude. Her post-graduate studies were at the Asian Institute of Management where she completed her Master in Business Management with Distinction.

Please contact 757-3500 extension 326 or email Jewel Apacible at jsapacible@teamasia.com.

Fill-Up Form Effective Presentation Skills for Decision Makers

Name _____ Company _____ Fax No. _____
 Nickname _____ Address _____ Mobile _____
 Position _____ Contact No. _____ Email _____

INVESTMENT DETAILS

Regular Rates:

- Individual Php 10,500 \$218.75
 Group of 3 Php 10,000/person \$208.33
 Group of 5 Php 9,500/person \$197.92

Early Bird Rates (registration/payment received on or before June 11, 2009):

- Individual Php 9,500 \$197.92
 Group of 3 Php 9,000/person \$187.5
 Group of 5 Php 8,500/person \$177.08

PAYMENT DETAILS

- Cash Charge to Credit Card
 Check Payable to Hamlin-Iturralde Corp. American Express Master Card
 Bankard RCBC
 Diners Visa

CREDIT CARD DETAILS

Cardholder's Name _____
 Card number _____
 Expiry Date _____

*Early bird rates until June 11, 2009.

*Investment covers am/pm snacks, lunch and participant kit.

*Registration fees are non-refundable but transferable.

These may be subject to change without prior notice.

**Dollar investment fees are subject to change without prior notice. The dollar exchange rates at the time of registration will apply.

TeamAsia, In pursuant to BIR's Revenue Regulations No. 14-2002 [Amending Further Pertinent Provisions of Revenue Regulations No. 2-98, as amended] and Revenue Memorandum Circular No. 72-2004, income payments to PEZA registered enterprises der the ITH and 5% GIT incentives are EXEMPT FROM THE EXPANDED WITHOLDING TAX.