

# ENGLISH PRESENTATION

Kỹ năng Thuyết trình Tiếng Anh trong Kinh Doanh



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**Business English Presentation** is intended to improve learners' business presentation skills by acquiring language and presentation skills. After studying this course, you will be provided with information about the essential of presentations; employ a variety of expressions that strengthen presentation speaking; be provided with real-life presentation context and opportunities to use the acquired knowledge and language in the lesson in a practical way.

**Khoá học Kỹ năng Thuyết trình Tiếng Anh trong Kinh doanh** giúp cải thiện các kỹ năng thuyết trình chuyên nghiệp thông qua việc đạt được đồng thời những kỹ năng thuyết trình và kỹ năng ngôn ngữ. Thời điểm hoàn tất khoá học cũng là lúc người học được trang bị kiến thức căn bản về thuyết trình, vận dụng các cụm từ chuyên môn trong ngữ cảnh thuyết trình thực tiễn để sử dụng thành thạo chúng trong môi trường làm việc và giao dịch quốc tế.

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# CURRICULUM FOR REFERENCES

Chương trình tham khảo

CHAPTER	LEARNING OBJECTIVES
<b>01</b>   The Basic Must Know	Describe various kinds of presentations Explain the basic principles of presentation Identify what makes a presentation
<b>02</b>   Getting Customers	Analyze and understand your audience How to adjust your presentation Execute effective presentation logistics Effectively prepare your presentation in various unexpected situations
<b>03</b>   Let's Get Started!	Understand the importance of making introductions Prepare an effective introduction Start a presentation with a strong beginning
<b>04</b>   Linking the Parts	Effectively organize a presentation Arrange your ideas and information for presentation Determine how to present the material to your audience
<b>05</b>   A Picture is Worth A 1000 Words	Utilize visual material Effectively deliver the visual materials Give a presentation using minimal words
<b>06</b>   Powerful Delivery	Use body language for effective presentations Have control of yourself to give presentations successfully Look confident using appropriate presentation skills
<b>07</b>   Tips for Engaging	Deliver audience-friendly presentations Spice up speeches or presentations using a good sense of humor
<b>08</b>   Finishing Strongly	Summarize the main concepts effectively at the end of a presentation Call attention to the closing of a presentation Help the audience remember the last few seconds of a presentation
<b>09</b>   Opening the Floor	Deal with questions effectively Keep credibility established during a presentation Anticipate unexpected questions
<b>10</b>   Informative Presentations	Give an informative presentation effectively Guarantee reliable delivery of messages Build and maintain credibility throughout a presentation
<b>11</b>   Persuasive Presentations	Understand the audience's perception of the topic or subject Shape your information to specifically address the audience's needs Convince the audience to agree with an idea or opinion
<b>12</b>   Refine & Rehearse	Make your rehearsal more productive Use rehearsal time more efficiently Rehearse to master stage presence