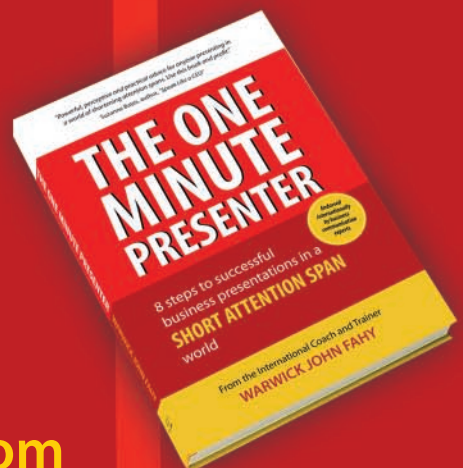


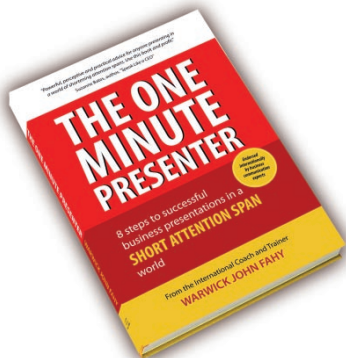
Executive Speech Coaching
and Workshop from

THE ONE MINUTE PRESENTER



www.oneminutepresenter.com

The One Minute Presenter: 8 steps to successful business presentations for a short attention span world is authored by Warwick John Fahy, an international coach and trainer. It is an 8-step system packed with powerful tips and proven techniques needed to deliver successful business presentations. You will learn how to:



Conquer your nerves: Transform your fears into confidence.

Improve quickly: Accelerate your progress with three learning tracks.

Handle every question: Enhance your credibility in hostile Q&A sessions.

Stand out from the crowd: Become known as an expert in your field.

Keep their attention: Engage with diverse and demanding audiences.

Speak with clarity: Produce clear, concise and compelling messages.

Stay on track: Overcome the most frequent presentation interruptions.

The 8 Steps

1



Step 1: You the Presenter

Become more self aware by taking The One Minute Presenter Questionnaire, learn the key elements of an authentic speaker, face the causes of public speaking fear with 6 fearbusting practical tips.

2



Step 2: Treasure your Audience

Paint a portrait of your audience and create a perspective that starts from the audience's interests.

3



Step 3: Produce your Message

Learn to organize your presentation effectively by having a clear message and include the element of story telling.

4



Step 4: Create your Connection

Learn three levels to hold attention, create interactions and engage with your audience.

5



Step 5: Deliver with Style

13 essential tips to use your voice powerfully. Maximize your message with 11 non verbal tips. The dos and don'ts of slideshow presenting.

6



Step 6: Manage all Interruptions

Learn the Five Golden Rules of managing interruptions. Control the presentation room. Manage people and things moving around the place. Overcome external and internal distractions. Prepare for equipment failures.

7



Step 7: Master the Q&A

How to open a Q&A session. The 4As method for answering questions. Think quick with two way hooks. How to close your answers. Master difficult questions.

8



Step 8: Finish on Time

Time tested formats to prepare for every presentation. The key things to prepare thoroughly. Adapt to last minute changes.

“

"You gave me the right suggestions, and you played a very big share in making my speech a success. You helped me re-structure my speech and the taglines helped me remember the key messages. I delivered a more natural speech without notes. The feedback I got after the speech was very positive. I felt this was a major improvement over my last speech and my message got across."

Tino Zeiske, President, Metro China

“

"Your coaching was a great experience for me and I learned a lot about presentation skills. With your help, I became aware of specific problems like gestures, personalization, taglines, framing, eye contact, and filler words. Watching my own performance from the video is a great tool that can help raise my awareness. You provided me with great suggestions for improvement, and I really feel that I have made progress in my presentation skills."

Ricky Ha, Finance Director, FMC Agricultural

”

”

Executive Speech Coaching

The coaching is based on *The One Minute Presenter*, an 8-step system packed with powerful tips and proven techniques needed to deliver successful business presentations. The coach will be Warwick John Fahy, author of *The One Minute Presenter*.

Why work with a one-to-one communication coach?

Many executives who work with a communication coach have experienced career advancement and success in their positions because they can communicate more effectively. Top presenters, like Steve Jobs, use coaching to polish their performances. A coach targets obstacles, suggests techniques to overcome them and supports you through change with evaluation, encouragement and experience.



Our coaching programs are tailored exactly for you at a time to suit you. We work with senior executives across Asia and the Middle East in one, two and five month plans.

Coaching is supported by audio feedback, video "instant replays" and weekly e-letters bringing you practical tips.

The 8-Steps of Presentation Skills Improvement. The coaching will use the 8-step presentation skills framework from *The One Minute Presenter* book.

Coaching Package Options

OPTION 1:

Booster Coaching

Total hours:

6 hours (up to two one-to-one sessions)

Length of coaching:

One month

Purpose:

Focus on one major skill area
Prepare for a specific speech.

OPTION 2:

Confidence Coaching

Total hours:

12 hours (up to four one-to-one sessions)

Length of coaching:

Two months

Purpose:

Focus on two to three skill areas
Change deeply engrained behaviours

OPTION 3:

Speak like an Executive

Total hours:

18 hours (up to six one-to-one sessions)

Length of coaching:

Five months

Purpose:

Cover the 8 key skills for executive speaking
Prepare for executive level speaking

Coaching Formats

We will support your development through these three formats:

FORMAT ONE:

Face-to-Face Coaching

The following ten steps will be followed during the coaching engagement:

Before each coaching engagement:

1. Start with video review and self-awareness questionnaire (Assessment of current skill set)

During each coaching session:

2. Run through questionnaire. Highlight priority areas. (First session)
3. Coach shares feedback from video review. Strengths and areas to improve highlighted
4. Define clear objectives for the coaching session(s) (Map out change targets)
5. Choose an upcoming speech / presentation as content for the coaching session(s)
6. Coach uses tools, techniques and methods to work on areas to improve
7. Rehearsals with coach and video analysis

After each coaching session:

8. Written summary report emailed with your strengths and areas to improve from that session
9. Audio feedback from your coach with analysis and tips to improve
10. Video "instant replays" highlighting your areas to improve

FORMAT TWO:

Full Support Outside of Coaching



In the contracted coaching duration, the Client can call and email the Coach for any questions regarding presentations. The Client will also receive the book *The One Minute Presenter* once the coaching starts. The book will serve as a good reference in addition to the face-to-face coaching.



FORMAT THREE:

Weekly E-Newsletter Reinforcement

The Client will receive a weekly E-newsletter called *The One Minute Presenter Tips* as a reinforcement to the skills acquired through the coaching.

"HOW DO I HIRE A COACH?"

For a free initial consultation (value 200 Euros) please email:
coaching@oneminutepresenter.com or call +86 21 6101 0486

Executive Speech Workshop

Based on the book *The One Minute Presenter*. Take your skills to a higher level. Learn 8 steps to successful business presentations that help you connect and engage with short attention span audiences.



Boost your bottom line with a higher performing team.

Poor personal communication is at the heart of most people problems. Overcome this by improving the presentation skills of your managers and customer facing teams. We have taken the time-tested techniques and tips from *The One Minute Presenter* and skilfully packaged them into a two day interactive hands-on workshop which can be delivered both in-house or off-site. Thousands of people have benefited with increased presenting confidence, improved on-the-job productivity and boosted business results. Companies with good communication skills have higher morale and retention.

Workshop Objectives

Boost executive skills in a practical hands-on workshop, delivered by an external professional presenter. Learn new techniques on delivering influential concise executive messages that persuade.

Target Group

Executives
Managers
Finance Directors
Partners

Workshop Length

Two days (up to 8 participants)
Three days (8 to 12 participants)

Expectations for executive level presentations:

- concise and clear
- convincing to target audience
- present effectively & quickly
- get attention of audience
- establish credibility with board of directors
- be ready to step up to present at any time
- handle tough questions (eg media)

Workshop Language

English or Mandarin



Workshop Flow

Before the workshop:

- Questionnaire to participants
- Telephone call to assess expectations from participants (up to 15 mins per person)
- Customising material to fit participants typical presentations

During the workshop:

- Up to 12 participants, 7 hours delivery per day
- One workshop leader and one supporting coach
- Video recording and replay for in-workshop discussion
- Spoken evaluations to all participants
- One-to-one coaching following video review
- Workbook for exercises and activities
- A copy of the book "The One Minute Presenter"
- Workshop evaluation form



After the workshop:

- Video compilation of all participants presentations
- Evaluation summary report
- Weekly e-letter "The One Minute Presenter e-Tips"

"HOW DO I BOOK A WORKSHOP?"

For a workshop package and free initial consultation (value 200 Euros) please email: workshops@oneminutepresenter.com or call +86 21 6101 0486.

About the Author

Warwick John Fahy coaches CEOs, general managers and senior finance executives, who need to influence clients, investors, board and team members. Warwick helps shape key messages into engaging, memorable presentations that help the speaker connect with their audiences. His down-to-earth practical approach and deep cross cultural understanding have made him a sought after business presentation coach throughout Asia.

Warwick is an expert in the art and practice of executive public speaking. Warwick is the published author of *The One Minute Presenter* : an 8 step guide to delivering successful business presentations in a world of short attention spans. For every book sold, a book is bought for an orphan in China through The Library Project.



For services to the public speaking industry, Warwick was inducted into the Toastmasters International Hall of Fame in August 2007 for his pioneering leadership as chairman for Toastmasters in China. Warwick is the founding Chairman of the Professional Speakers Association of China and a member of the New York National Speakers Association.

As a Certified Professional Facilitator (CPF), Warwick is invited by multi-nationals to facilitate process-driven executive retreats, workshops and executive boot camps in both English and Mandarin. Living in Asia since 1994, Warwick is known for demonstrating deep cultural intelligence, while collaborating with teams across China, Asia, India and the Middle East. His practical approach is built on growing several successful businesses in tough market conditions.

Warwick serves as General Manager of TEAMSWORK China, an accredited social enterprise, which helps retain and develop talent for multi-nationals through consulting, training and executive coaching services across Asia Pacific and the Middle East. Warwick has been recognised as an enlightened business owner with two nominations for the Extraordinary Life Awards for social entrepreneurs. He has served as an elected committee member for the British Chamber of Commerce in Shanghai. Warwick loves nature and sports, competing in Ironman triathlons.

Contact Us

TEL.

+86 21 6101 0486

EMAIL

info@oneminutepresenter.com

WWW

www.oneminutepresenter.com

SKYPE

[oneminutepresenter](https://www.skype.com/en/contacts/voice/oneminutepresenter)