

# Speaking Skills for Leaders

GoSkills online course syllabus

Friday, December 1, 2023

## Skill level

Beginner

## Lessons

11

## Accredited by

CPD

## Pre-requisites

None

## Video duration

57m

## Estimated study time

3h for all materials

## Instructor

TJ Walker

## Focus Your Ideas

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1

### Leaders Speak with Confidence and Authority

Great leaders have common traits, but they aren't born with them. Anyone can develop these traits with practice.

2

### Why Every Talk Should Have a Clear Goal

If you know what do you want the audience to do at the end of your talk, you can focus on getting them to do that.

3

### Get Your Audience to Take Action with Key Points

Focus your talk by identifying no more than 5 key points that you want to communicate.

## Make Your Ideas Memorable

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4

### Don't Be Concise, Be Memorable

If you want people to take action, you need to ensure your audience remembers what you say.

5

### Elements of Effective Storytelling

Stories are far more memorable than charts and bullet points.

6

### Share Real Stories to Create Lasting Memories

Don't make up stories - use real experiences to connect with your audience.

## Speak With Confidence

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7

## The Most Effective Way to Use PowerPoint

Avoid tons of text - PowerPoint presentations should support your talk with memorable, focused slides.

8

## Capture Your Audience's Attention with Visuals

Powerful visuals - whether you use slides or real-life props - can help you communicate your message.

9

## Improve Your Technique by Practicing on Video

Record yourself on video and review the results to gain massive improvement in your speaking technique.

10

## Refine Your Talk, Not Your Text

Don't devote all your time to tweaking text or slides. Use your time to practice and evaluate yourself before a big talk.

11

## How to Gain Confidence and Eliminate Nerves

Practicing and evaluating your speeches will give you confidence and provide you with a framework to improve your skills well into the future.

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