

Delivering presentations with confidence



Essential skills for speaking and training!

London Friday, 24 January 2020

This intensive day is strictly limited to only ten places to ensure that you receive the best possible support in a productive and friendly environment.

Presentation skills are an essential tool in marketing your practice and in training both in-house and externally. Good presentation skills can help you to win new clients and enhance your profile. Possession of these skills will mean your training will work!

Topics for the day will include:

- How to prepare for presentations
- What makes presentations work
- Building confidence and overcoming nerves
- Body language, style and image
- Working with small groups
- Speaking to a large audience
- Webinars
- Engagement with the audience and facilitation of workshops
- Making the best of visual aids and powerpoint
- Time management (preparing courses and on the day)
- Troubleshooting and risk management!

“Excellent level of audience participation and group exercise/involvement. Very thoroughly planned and organised.”

John McQuater



John McQuater is a partner and head of litigation at Atherton Godfrey, Doncaster. He was president of APIL between 2009 and 2010, was re-elected to the EC in 2012 and is currently APIL secretary. John is a senior fellow of APIL, a member of the Law Society personal injury and clinical negligence accreditation schemes and an APIL accredited clinical negligence specialist.

He is also an author in the APIL Guide series, published by Jordans, as well as a member of the editorial board of JPIL.

Accredited by:

APIL - Senior Litigator and above

CPD hours - 6

...recognising and building expertise in personal injury law

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Rate	Cost	Please tick
APIL member	£295 + VAT	
Corporate accredited firm	£295 + VAT	
Non-member	£395 + VAT	

WF2019

Name of delegate: _____

Firm: _____

APIL no: _____ Tel no: _____

Email: _____

Address: _____

Please detail any dietary requirements: _____

(Please note that all dietary requirements can be catered for with prior notice, although, if there is an additional charge for this by the venue or it has to be sourced externally, the charge will be passed onto the delegate).

PAYMENT DETAILS

☐ I enclose a cheque for £_____ payable to APIL (a VAT receipt will be issued upon receipt of payment)

☐ Please charge my credit/debit card with the amount of £_____

My card number is: _____

Cardholder's name: _____ Expiry date: _____

Cardholder's address: _____
(if different to above)

Postcode: _____

Card security number (three digits on the back of the card): _____

Cardholder's signature: _____ Date: _____

Terms and conditions:

By registering for this event, you are confirming acceptance of APIL's terms and conditions, which can be found at: www.apil.org.uk/terms-and-conditions

Please return your completed form to:
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Tel: 0115 943 5400 Email: training@apil.org.uk