

Delivering presentations with confidence

Marriott Marble Arch Hotel, London
Thursday, 9 February 2023

Essential skills for speaking and training!

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.”

**APIL
accreditation:
Senior Litigator and above
6 CPD hours**

Speaker details:



John McQuater qualified as a solicitor in 1983 and is a director of Switalskis Solicitors Limited where he is joint head of personal injury and a member of the complex injury team.

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

**To book your place, please complete the booking form overleaf or book online at:
www.apil.org.uk/personal-injury-legal-training**

***Topics may be subject to change**

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To book your place, please return your completed form to:
APIL, 3 Alder Court, Rennie Hogg Road, Nottingham, NG2 1RX
or book online at: www.apil.org.uk/personal-injury-legal-training

| Date | Location | Corporate accredited £340 + VAT | APIL member £340 + VAT | Non-member £465 + VAT |
|------------------------|----------|------------------------------------|---------------------------|--------------------------|
| Friday, 7 October 2022 | London | | | |

Bulk booking discount: Pay for five delegates and get one additional place for free*. To take advantage of this offer, please return your completed booking form, book online or contact the APIL office at: training@apil.org.uk. *Cheapest place to be free of charge

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

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