

STYPED Interactive Workshop to improve your presentation Skills, 3-4th May 2005

Some people have a fear of snakes, others of spiders, but the number one fear of humans is public speaking. Getting up in front of a group of people and talking or presenting their ideas is what people fear most, especially if it is to their peers or their boss.

In order to help you to develop your skills to overcome this fear and to improve your presentation performances, we are pleased to invite you to the creative 2 day interactive workshop organized by SPE Young Group at the beginning of May 2005. Baker Hughes, a well known international service company and one of STYPED sponsors, has actively contributed in the organization of the workshop. During these days you will follow the interactive program which will help you:

- develop an effective presentation based on the type of presentation you are delivering
- organize your presentation into an effective opening, body, and closing
- prepare your visuals from PowerPoint to flip charts to enhance your presentation message
- become aware of your presentation delivery and areas of improvement
- become aware of your body language and how it can help or hinder your presentation delivery
- learn techniques to manage your audience – gain participation or handle a difficult participant
- learn the 6 P's of presenting
- learn the benefit of practice

This is the one class that enables the facilitator to see marked improvement in the participants' skill by the end of the class. Practical information and worksheets that can be applied immediately to help you feel more confident the next time you are asked to deliver a presentation whether it is to 1 or 1000.

Since fun is an important ingredient in the recipe for success, the location has been carefully selected: **the workshop will be held at the "Cascina Maremma" of Besate (30 minutes from Milan), inside the pleasant landscapes of the park of Ticino.** To give you an idea of the atmosphere, here are two pictures of the place:



The agenda of the workshop will be posted soon.

A typical regional lunch will be offered to all participants. A bus-shuttle service will be organized for both days, leaving Eni Head-Office (V Palazzo Uffici, San Donato, Milan) at 8.30 am. We will be back in San Donato around 7:30 pm. Participation will be free of charge for SPE Members, while a symbolic fee (30 € for each day) will be asked to non-members, as partial cover of expenses for lunch.

You can register by sending an email to luca.garzonio@agip.it or giovanna.nicotra@agip.it. Since the number of participants is limited, selection will be made on a first-in-first-out basis: the earlier you reply, the higher chances to participate you have! Deadline for application is March 31th,2005. We will communicate the name of the participants by emailing them back not later than April 22nd,2005.