



Presentation Skills

Presented by Workforce Education & Training



When:

January 28th & February 4th 2016

February 25th & March 3rd 2016

April 19th & 27th, 2016

Time:

9am – 12:30pm (both days)

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Where:

DBH Training Institute (1950 S. Sunwest, Suite 200, San Bernardino, CA 92415)

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2 Day Training, participants must attend both days

Check-in begins ½ hour prior to start and doors close promptly at the start of training.

Course Objectives include:

- Plan a presentation keeping the audience in mind.
- Develop clear objectives for their presentation.
- Develop effective visual aids.
- Use several different methods and tools for presenting.
- Use positive presentation style behaviors.
- Practice their skills of presenting.
- Identify the need to communicate effectively within organizations and the benefits this brings.
- Explain the importance of feedback within communication.
- Explain non-verbal communication and demonstrate good listening and questioning techniques.

Please note that all participants attending this training must be in accordance with DBH Dress Code Policy.

All DBH Staff encouraged to attend

To Register:

Log on to Relias:

<http://dbh.training.reliaslearning.com>

If you need assistance with registration, please call (800) 722-9866 or email training@dbh.sbcounty.gov



For alternate communication methods please call 800-722-9866



Behavioral Health

www.SBCounty.gov