



## **Crafting confident presentations**

A certificate of competence short course

**Ever wished for the skills to tackle presentations with ease and elegance? Learn to convey your message and confidently face your audience.**

### **What is the focus of this course?**

This hands-on course will empower you to develop and present impactful presentations. You will learn valuable presentation principles and gain thorough theoretical and practical knowledge of the art of presenting.

This course will help you to:

- reflect your personal signature and style in your presentations
- understand the significance of voice control, body language, gestures, posture, and functional movement to captivate and influence your audience
- practice visual and vocal cues, to communicate confidence during stressful interactions
- gain in-depth insight into presentation methods and structures
- prepare striking content with visual aids to captivate your audience

### **Who should attend and what are the career benefits?**

If you would like to present with confidence and convey a clear message - whether it be to a large audience, or during one-on-one interviews - then this course is for you!

To ensure optimal learning, we limit the number of participants.

The sessions are complemented by online learning, and certain aspects of the course are assessed.

### **Any prerequisites?**

You will need access to a computer and should be able to create electronic documents.

### **Where and when will this short course take place?**

This intimate two-day course will take place in the Seminar Room of the Language Centre, Kleine Bosch, 44 Banhoek Road, Stellenbosch.

Contact sessions will be held from 09:00 to 16:00 on the following dates:

	<b>Contact sessions</b> (09:00 to 16:00)	<b>Course duration</b> (opening and closing dates)	<b>Apply by</b>
Course 1:	2 and 3 April	14 March to 17 April	14 March
Course 2:	19 and 20 June	29 May to 4 July	29 May
Course 3:	10 and 11 September	20 August to 25 September	20 August

During this course, you will spend your time as follows (this may vary for individuals):

- two contact days from 09:00 to 16:00
- an online presentation one week after the contact days. The exact date will be determined during the contact sessions.

### Who is the presenter?

**Eduard de Kock** is an excellent and engaging presenter, interpreter, teacher, and facilitator of communication courses. With his velvet voice and warm personality, Eduard guides participants to find their confidence and presence. To boot he is an experienced master of ceremonies and a freelance news anchor and reporter for Eyewitness News.



### What is the cost?

The course fee is R5 510, which includes course material, assessments, live sessions with your presenter, and catering.

Please note that all course fees are payable before the course starts and that we will present this course only if a minimum of four paid candidates have confirmed attendance.

Click on [this link](#) if you are interested in doing this course and fill in the form. **We will send you a link to apply for the short course.**

### Further questions?

Contact Michelle Pieters at [michellep@sun.ac.za](mailto:michellep@sun.ac.za) or 021 808 2812 for more details.

You could also discuss your specific short course and development needs with us. Enquire about our available short courses, course dates, and options for tailor-making a course.