

PROGRAM ON

EFFECTIVE COMMUNICATION & PRESENTATION SKILLS



In the workplace, it's not just what you know—it's how you express it. Great leaders communicate with clarity, present with authority, and inspire action.

Why This Program Matters

In today's cross-cultural and complex business environment, it is imperative for a professional to be good at Communication & Presentation skills.

COGNITIVE		
decision-making adoptive responsibility assertive communication massing/ argumentation	critical thinking social influence empathy / perspective-taking	leaning with others

INTERPERSONAL		
problem solving interpersonal competencies coordination service orientation negotiation	Interpretation continuous learning self-collaboration presentation formation and communications	teamwork communication self-monitoring cooperation conflict resolution

INTRAPERSONAL		
productivity perseverance work ethic/ conscientiousness	malacognition flexiblity career orientation physical and psychological health	self direction rasponsibility

Understanding the basic elements of communication

- Listening & Responding skills



Understanding your own communication style



Perceptions and Emotions

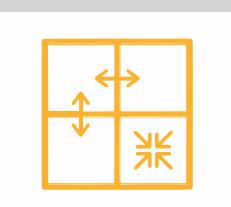


Transaction analysis and Life positions

- I am OK You are OK



Johari Window



PROGRAM OUTLINE: Communication Skills

PROGRAM OUTLINE: Presentation Skills



Winning Presentation Skills

- How to set a clear purpose for a presentation
- Defining the Objectives



Managing the presentation environment

- The right Location and the best Layout
- Distractions and how to overcome them
- Visual aids planning and usage



Presenting to influence and convince

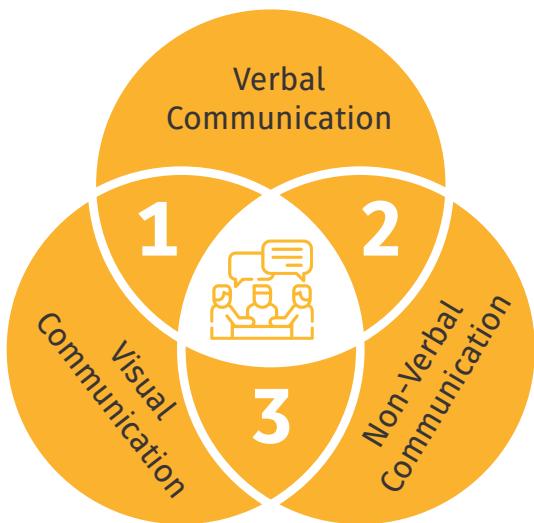
- Understanding audience psychology
- Stimulating their Interest and participation
- Creating a favourable impression
- AIDAS
- Importance of Body Language in Presentation
- Body language is the unspoken partner of every conversation



Methodology

1 Highly experiential program.

2 Participants will make presentations.
This will be recorded and constructive feedback will be provided



Meet Your Facilitator



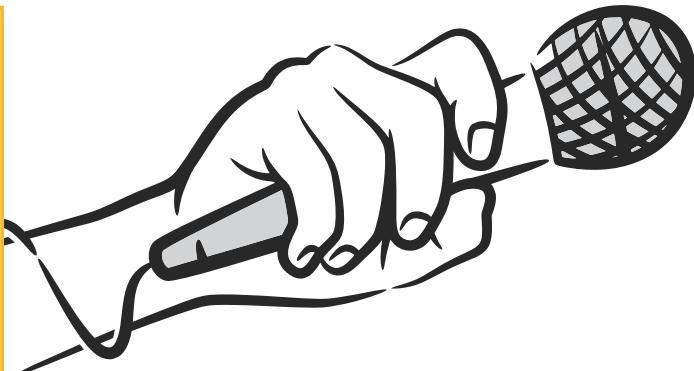
Nadeem Ahmed

- Alumnus of IIM Ahmedabad (Senior Management, Managing Talent & Leadership Programs)
- MBA with 31+ years of cross-functional experience across GCC & Asia
- Expertise in General Management, Organizational Behavior, Leadership & Strategy
- Delivered 500+ leadership workshops across the GCC
- Renowned for his ability to connect deeply with participants and inspire real transformation

Program Snapshot

Duration: 3 Days **Format:** Interactive & experiential

Ideal For: Leaders, managers, professionals & teams who want to unlock their emotional advantage



Communication isn't just a skill – it's your power.

Those who master it don't just speak – they influence.

Are you ready to present with clarity, connect with confidence & create lasting impact?



Scan the QR Code to Contact Evolve

Contact us today to bring this program to your organization.

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Take the First Step.

Transform your communication. Master your presentation.

Lead with confidence.