



## Presentation skills and event hosting in a hybrid world

### ▪ Overview

As we increasingly enter into a hybrid world of online and face-to-face events, meetings, conferences and exhibitions, connecting and interacting with others can pose a multitude of challenges.

If you've been asked to host a committee or panel discussion, or even record a podcast, you may be feeling nervous at the prospect. This is understandable as you don't want to let anyone down, including yourself, and you want to ensure that your panellists, interviewees and your audience get something out of this too.

Our tailored course, led by Mosaic CEO Karen Ainley, a former BBC newsreader, will help you develop your skills and enhance your confidence when presenting to an audience, hosting panels, chairing meetings and interviewing people. No previous presenting experience is required.

This course is available as face-to-face training or online via Zoom or Teams and there will be lots of discussions, exercises and fun to make the training memorable. You will receive recorded copies of your exercises and a PDF course guide.

### ▪ Programme

- What contributes to a successful event?
- Preparation
- Checking out the venue and technology
- Planning your presentation, including PowerPoint
- Delivering a polished performance
- Hosting a panel discussion
- Interviewing guests
- Getting the audience involved

### **Mosaic Media & Marketing Training**

Suite 6 Oyster House, Severalls Lane, Colchester, Essex CO4 9PD  
01206 841933 [info@mosaicpublicity.co.uk](mailto:info@mosaicpublicity.co.uk) [www.mosaicmediatraining.co.uk](http://www.mosaicmediatraining.co.uk)