How to Run Seminars and Workshops: Presentation Skills for Consultants, Trainers and Teachers (3rd Revised edition)

By Robert L. Jolles

John Wiley and Sons Ltd. Paperback. Book Condition: new. BRAND NEW, How to Run Seminars and Workshops: Presentation Skills for Consultants, Trainers and Teachers (3rd Revised edition), Robert L. Jolles, The Trainera s Guide to Training Most new trainers and presenters know all they need to know about their chosen subject. Unfortunately, few of them actually know how to present what they know. For more than a decade, Robert Jollesa s How to Run Seminars and Workshops has taught tens of thousands of people how to sell, teach, stand up, and deliver an effective training session on almost any subject in almost any setting. This new Third Edition updates this classic guide for anyone who has to get up and move an audience. Just as he did in the booka s previous editions, Jolles--former head of Xeroxa s world--renowned "train the trainer" program--shares proven, effective techniques for winning over an audience, holding their interest, conveying important information, and moving that audience to take action! For seasoned pros, this is an invaluable tool for becoming a world--class seminar and workshop leader. For novices, ita s a step--by--step self--teaching guide that provides the confidence and the techniques speakers need to survive and...

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