



Public Speaking Certification

For more information or to enroll contact;
Tel: +254 725 303 645
Email: info@vantageafricaleaders.com

Location: C603, 6th Floor Astrol Business
Center Thika Road Nairobi



Introduction

Effective public speaking can inspire persuade and entertain at the same time. We will meet for 3 days each week for 4 weeks. For maximum learning, the course is delivered through a combination of live and E-Learning sessions.

Live Sessions

Live sessions are held via Zoom. These are highly interactive sessions where participants are guided on key PS skills to enable them manage projects of any size.

E-Learning Sessions

Here, we have a host of prerecorded sessions, PPT notes, PS toolkits, links etc. all aimed at equipping participants with the most current PS skills. After each session, a self-assessment quiz is provided to reinforce learning. Once a participant completes a session including the quiz, the system opens the following session.

Course Completion

In order for you to be considered to have completed the course, you will need to fulfill the following criteria:

- ✓ Attend minimum 70% of live sessions
- ✓ Complete E-Learning lessons and other class assignments
- ✓ Clear the fees

N/B - A certificate will be issued upon completion of the course.

Course Outline

Week 1		
Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Monday	Emotional Intelligence	✓ What is Emotional Intelligence ✓ Value of EI in Public Speaking ✓ How to Measure your Emotional Intelligence ✓ Improving your Emotional Intelligence
Tuesday	Powerful Communication	✓ Elements of powerful communication ✓ Principles of effective communication ✓ Barriers to effective communication
Wednesday	Traits of a good Public Speaker	✓ Importance of Public Speaking ✓ The morals of Public Speaking ✓ Traits of a great Public Speaker
Online Self-Assessment Quiz 1		

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Week 2

Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Monday	Audience Analysis	✓ Understanding your Audience ✓ Discuss the theory of audience exploration ✓ Tailoring your speech in line with the audience type
Tuesday	Engaging Your Audience	✓ Direct the audience's natural eye movement ✓ Move dynamically within the presentation space ✓ Engage the entire audience with effective eye contact ✓ Synchronize your gestures to the verbal message ✓ Animate your speech with vocal variety, pitch modulation, pauses, and silence ✓ Deliver memorable openings and closings
Wednesday	Creating Compelling Speeches	✓ Determine your baseline public speaking skills ✓ Tame fears and increase confidence through practice and preparation ✓ Integrate audience feedback to fine-tune your delivery ✓ Hooking the audience ✓ Presenting the key ideas concisely ✓ Explaining the payoff and Calling for action

Online Self-Assessment Quiz 2

Week 3

Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Monday	Managing Anxiety During Presentation	✓ Describe phases of anxiety levels ✓ How to manage apprehension during speech ✓ Tips to calm your nerves
Tuesday	Managing The Stage	✓ How to tell if you have good stage presence ✓ Tips to improve stage presence ✓ How to use stage effectively
Wednesday	Capturing and Managing Audience Attention	✓ How to capture and maintain your audience attention ✓ Ways to spruce up your presentations and engage your audience ✓ Types of visuals to use to grab audience attention

Online Self-Assessment Quiz 3

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Week 4		
Day	Topic	Topic Outcomes (By the end of the session, the learner should be able to:)
Monday	Overcoming The fear of Public Speaking	✓ How to diffuse the fear of speaking in public ✓ Most common fears during speech or presentations ✓ How to conquer your fears ✓ Understanding where fear come from
Tuesday	Eliminating Verbal Tics	✓ What verbal tics are ✓ How to become aware of verbal tics ✓ How to minimize verbal tics when speaking in public
Wednesday	Rehearsing and Delivering your Speech	✓ Build confidence with practice ✓ Incorporate audience feedback to improve your presentation ✓ Stay within your time limit ✓ Open your presentation dynamically to create a winning first impression
Online Self-Assessment Quiz 4		