

## IBA SKILLS DEVELOPMENT PROGRAM



# PUBLIC SPEAKING SKILLS

March 11 to April 09, 2022 | Every Friday & Saturday

Friday Timing: 6:30 pm to 8:30 pm (PKT)

Saturday Timing: 4:00 pm to 6:00 pm (PKT)

Mode: On-Campus

Training Investment:

PKR 20,000/-

Fee includes real time learning from expert, training material & certificate

Early Bird Discount of 15% on registering by February 27, 2022

\*Group Discount of 15% for 5 or more participants is applicable



# Objective

To provide participants with the practical skills and knowledge necessary to express themselves clearly, with confidence and power, in a variety of speaking situations. Students will be taught presentation techniques; how to plan and structure an effective presentation; how to develop ideas; effective delivery methods; and how to overcome anxiety, fear and nervousness when making a presentation.



Role play will be conducted on last 2 days of training. Participants from Karachi can come to IBA City Campus. Participants from other cities/countries can join online

# Topics

1. Power of effective body language
  - Gestures and Postures
  - Eye Contact
  - Audience Connectivity
  - Correct use of Dice
2. Breaking Free
  - Understanding Nervousness
  - Fighting Nervousness
  - Developing a Healthy Relationship with Nervousness
3. Engaging the Audience
  - Understanding Monotony
  - Overcoming Monotony
  - Reaching Everyone in the Audience
  - Sharing Floor with the Audience
4. Delivering Prepared Speeches
  - Methods
  - Style
  - Practice
  - Feedback
5. Planning and Structuring Effective Presentations
  - Preparing and Using Power Point Presentations Effectively
  - Embedding Power Visuals
  - Sequencing Patterns
6. Impromptu Speaking
  - Method
  - Style
7. Socializing
  - Breaking the ice
  - Keeping Conversations Going
8. Negotiating
  - Building relationships
  - Maintaining positions and interests

# Target Audience

- Principals & Teachers
- Managers
- Training Personnel
- Communication & Media Personnel.
- Anyone seeking to upgrade and polish their skills in public speaking.



# TRAINER: Farhan Uddin Raja

Farhan Uddin Raja is a Ph.D. Scholar and highly accomplished & renowned Corporate Trainer with an extensive work experience of 12 years. He carries a wide ranging experience of 09 years with IBA- Karachi as a corporate trainer. He has conducted customized trainings for Pakistan Atomic Energy Commission, Bank Al Habib, Pakistan Petroleum Limited-Asia, Standard Chartered Bank, Interactive research and Development, House of Habib, National Bank of Pakistan, AdamjeeLife, Khairullah Paper & Board Works (Pvt) Ltd., Sindh Workers Welfare Board, 1Link, PRCL and SeeSam Solutions (Pvt) Ltd. In the last 12 years, Farhan has been associated with University of Karachi, Karachi Institute of Economics & Technology, Institute of Business Administration-Karachi, Institute of Business Administration -Sukkur, Institute of Business Management, SZABIST-Karachi, Bahria University as an academician.

Having shouldered responsibilities from being an academician to a lead corporate trainer at IBA-Karachi, he brings a wealth of experience which reinforces his skills to impact and connect with the audiences. Farhan has trained more than 3,000 participants across different levels starting from Front Line Executives to Senior Management and he has conducted more than 100 trainings for open enrollment programs and customized training programs.

Farhan's deep perspective, yet astounding simplicity leave an everlasting impact on the participants as well as the ones who get to know him. He is a Man of Passion and Purpose, is high spirited and has a never ending approach towards innovation.

He has also contributed in prominent publications both nationally and internally such as, Humanities & Social Sciences Reviews, Journal of Educational Sciences & Research, International Journal of Disaster Recovery and Business Continuity, Journal of Social Sciences and Media Studies, Journal of education and educational development, Pakistan Business Review, Journal of Research (Humanities), Journal of Social Sciences & Humanities, GCOER 21 Global conference of educational research, SZABIST, International Conference on Experiential Learning- IOBM, International Conference on Theoretical and Applied Linguistics- LUAMWS, National conference on Language and Literature-IELL, and International Conference of ELT- SPELT.

## REGISTRATION OPEN!

Registration Link: <https://tinyurl.com/PSS2022>

### Training Investment:

PKR 20,000/- inclusive of training material & certificate

Early Bird Discount of 15% on registering by February 27, 2022

\*Group Discount of 10% for 2 or more participants from same organization

\*\*Group Discount of 15% for 5 or more participants from same organization

Payment can be made via Pay Order in favor of "IBA Karachi"

{Pay Order will be received at IBA City Campus from 9 am to 4 pm).

Please follow the COVID-19 SOP while visiting campus} Or deposit the cash/online transfer in the following  
MBL Account:

Account Title: IBA Karachi | A/c Number: 9911-0101960067

Bank Name: Meezan Bank Limited | Branch: Jubilee Market Branch Branch Code: 9911 |

Currency: PKR | SWIFT Code: MEZNPCKA | Bank Address: Meezan Bank Ltd,

Jubilee Market Branch, Karachi | IBAN # PK 43 MEZN 00 9911 0101960067

Branch License # : BRL 21250