



DALE CARNEGIE®  
TRAINING

Visit us at [www.dalecarnegie.com/confident](http://www.dalecarnegie.com/confident)  
or call us at 800.231.5800

Create a positive first impression  
Communicate ideas with clarity and force  
Be more natural and relaxed when making presentations  
Project competence and confidence every time you speak  
Motivate and persuade your audience



# HOW TO BE A CONFIDENT PUBLIC SPEAKER

Introducing the first program in Dale Carnegie Training's new **SEMINAR PLUS COACHING SERIES**. Each program in the series combines a powerful one-day seminar with individualized coaching after the seminar to give you both skills acquisition and skills development through practice.

**Just \$299 per person**

## HOW TO BE A CONFIDENT PUBLIC SPEAKER

This program is part of Dale Carnegie Training's new Seminar Plus Coaching Series. Each program in the series combines a powerful one-day seminar with individualized coaching after the seminar to give you both skills acquisition and skills development through practice. Here's how it works.

First, attend *How to Be a Confident Public Speaker* at one of the convenient locations listed in this brochure. At this intensive, one-day seminar you'll learn how to build a powerful presentation - everything from understanding your audience to determining your major points, from using a logical progression of ideas to making your material lively, and from holding attention to closing with impact.

Next, just before your next presentation, schedule a rehearsal with your Carnegie Coach. Your coach will work with you on delivery. He or she will help you turn nervousness into positive energy, eliminate annoying habits and present an image of confidence, enthusiasm and professionalism.

### Who should attend

Managers with little or no public speaking experience; anyone who gets a knot in the stomach every time he or she needs to deliver a presentation.

Presentations are critical tools for success in business. Whether you're persuading a colleague, selling a client, leading a team or presenting an idea to senior management, what you say and how you say it make the difference between success and failure.

With so much riding on your public speaking ability you won't want to miss this opportunity to sharpen it to perfection. Register today for *How to Be a Confident Public Speaker*.

#### Team Discount

We offer a special group discount of 10% off for 3 or more participants in the same course. Phone 800.231.5800

#### Onsite Training

Seminars can be customized to meet your company's needs and conducted on-site. Phone 800.231.5800

#### Guarantee

Upon completion, if you are dissatisfied with a Dale Carnegie Training® seminar for any reason, we'll send you a prompt refund. No questions asked.

#### Transfer Policy


A registrant may transfer once without a transfer fee. Any additional transfers will be subject to a \$25 fee.

#### Cancellation Policy

Dale Carnegie Training® will give you a complete refund if you cancel up to two weeks before your seminar or course begins. Please note, however, that cancellations received less than two weeks before the seminar are subject to a \$100 service charge. In fairness to all attendees, confirmed participants who do not attend their scheduled sessions are liable for the entire fee.

Dale Carnegie Training® reserves the right to cancel any of its programs.

For more information or to register  
call us at **800.231.5800**  
or visit us at [www.dalecarnegie.com/confident](http://www.dalecarnegie.com/confident)



## At this seminar, you'll learn how to

- Assess your audience to understand their hot buttons
- Define the goals of your speech
- Create a central theme
- Determine your major points
- Use a logical progression of ideas
- Make your material more varied and interesting
- Persuade an audience to action
- Select the appropriate visual aids
- Lead effective Q&A sessions
- Sell yourself and your ideas
- Use closings that create a lasting, positive impression
- Create an opening that grabs attention

## At your one-on-one coaching session, your coach will help you

- Turn nervousness into positive energy
- Be motivational, clear and concise
- Eliminate distracting habits
- Help the audience relax by being relaxed
- Use tone, gestures and pacing to hold interest
- Communicate with credibility
- Create emphasis with your voice
- Present an image of poise and confidence
- Banish "speech" anxiety

### Schedule

*How to Be a Confident Public Speaker* runs from 9am to 5pm.

<b>Florida</b>	Tampa	Apr 4
<b>New York</b>	New York	Apr 19
<b>Texas</b>	Houston	Apr 19

**Registration Fee** **\$299**

## HOW TO BE A CONFIDENT PUBLIC SPEAKER

Program: 9:00 am – 5:00 pm      Registration Fee: \$299

Four easy ways to register:

Phone: 800.231.5800

Fax: form to 212.644.5532

Mail: form to Dale Carnegie Training®, 780 3rd Ave., NY, NY 10017

Online: [www.dalecarnegie.com/confident](http://www.dalecarnegie.com/confident)

### Seminar Registration Form

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Please indicate course location and date

City \_\_\_\_\_ State \_\_\_\_\_

Date \_\_\_\_\_

Please register the following additional people:

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Bill my company     Bill me

Payment enclosed (Check made payable to Dale Carnegie & Assoc.)

Charge my     Visa     MasterCard     American Express

Account Number \_\_\_\_\_

Name on Card \_\_\_\_\_ Exp. Date \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Amount \_\_\_\_\_ Signature \_\_\_\_\_

Please send me a complete course catalog

Dale Carnegie Training®  
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New York, NY 10017

**Bulk Rate  
Permit To  
Go Here**

Priority Code:

When it comes to being a confident public speaker, **we wrote the book**



Dale Carnegie Training® presents a new **SEMINAR PLUS COACHING SERIES**

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Learn everything you need to know to prepare a dynamite speech. Then, rehearse one-on-one with your Carnegie Coach.