

QUEST SERIES

QNET presents:

Effective Speechwriting Techniques

Monday, March 12, 2012 – 11:30 a.m. to 1:30 p.m. – lunch presentation

Location: QNET (Note: NEW address – Suite 660, 175 Hargrave Street, Winnipeg)

An important part of any successful speech is the content being delivered. Learn effective techniques for creating an interesting, audience-friendly speech. Topics to be covered include: researching the topic and audience; speech outlines and organization; effective openings and conclusions; literary devices that increase the effect of a speech, such as triads, alliteration and analogies; storytelling and humour, tips for memorizing a speech.

Learning Outcomes:

- Identify your audience and organize your speech
- Learn to use literary devices to increase the impact of your words
- Discover tips for effective speech openings and conclusions
- Identify techniques to connect with your audience

Presenter:

Susan Portelance is a communications professional and the owner of Prairie Scribe, a company providing technical writing, training and editing services to its clients. Susan is the Past President of The Young Professionals Toastmasters Club, and has written speeches covering a range of topics. She has delivered speeches to varied audiences, including businesses, students and volunteer groups, such as Heart & Stroke, UNICEF Canada and Junior Achievement.

QUEST is a series of information sessions that bridge the gap between business needs and local consulting expertise. Presentations feature a variety of concepts, tools and practices relevant for today's workplace.

This session is presented in partnership with Industry Workforce Development, Manitoba Entrepreneurship Training and Trade

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Fee: \$39.00 + GST for QNET Members \$49.00 + GST for Non-Members

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Participants will receive location and final details by email approximately 3 business days prior to the session. Please contact QNET if you do not receive this information. Cancellations must be received in writing no later than 6 business days prior to the session. After that time, the full registration fee will apply. Replacement participants are accepted at any time. Invoices will be sent for non-attendance. G.S.T. Reg # 899755334RT



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