

## SCHOOL OF PHARMACY

### REPORT ON

### SOFT SKILL DEVELOPMENT PROGRAM ON “PRESENTATION SKILLS”

School of Pharmacy has conducted an online Skill Development Program on Soft Skills “Presentation Skills” for the students of B.Pharmacy II, III and IV year from 22<sup>nd</sup> to 24<sup>th</sup> April, 2021 in association with **Telangana Academy for Skill and Knowledge (TASK)** at Nalla Narasimha Reddy Education Society’s Group of Institutions, Hyderabad.

#### Day 1: Soft Skill Development Program on “Presentation Skills”

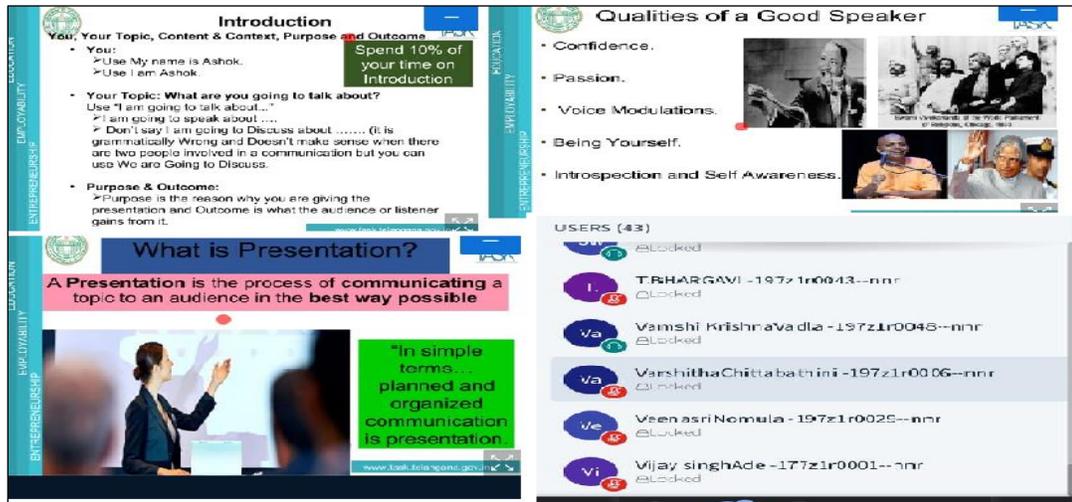
The speaker focused on following points on importance of having efficient presentation skills.

- Presentation skills are an impressive and powerful tool that will take you so much further than just speaking in the classroom.
- Knowing how to make a good presentation will help you in job interviews, to make new friends, to sell a product and make business deals successfully.
- By speaking clearly, and getting your ideas and message across to people well, there will be less miscommunication in your life.
- By doing presentations, students learn how to speak in front a group, a broadly applicable professional skill.

The speaker explained the qualities to be attributed to be a good speaker, they are as follows;

- To excel at public speaking you must do more than just defeat your nervous jitters. You must also have confidence in your subject and be yourself while you are on stage.
- In order to really communicate to people through speech, you need to have passion for your subject.
- You don’t have to be someone else on stage, all you have to do is just be yourself.
- If you want to be more engaging as a speaker, then avoid talking in a tone that seems too well rehearsed, but you still want to take the speed and inflexion of your delivery into account when you practice your speech.

- A speech is just like a conversation, which means you need to communicate your message to someone else.
- Repetition can help ensure your audience takes the main points away from your presentation. It promotes clarity and helps to encourage acceptance of an idea.

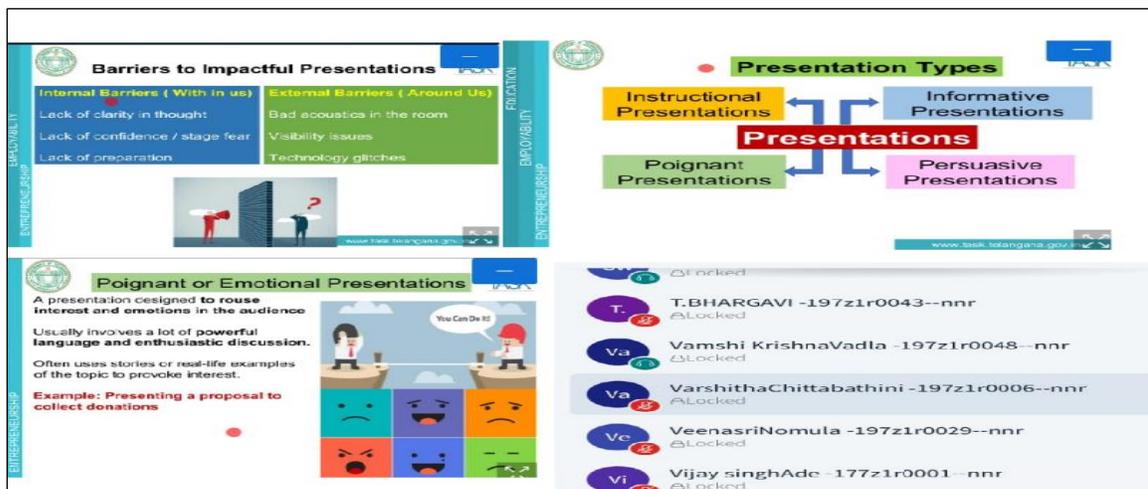


**Few glimpses of Day 1 – Presentation Skills Training**

## **Day 2: Soft Skill Development Program on “Presentation Skills”**

The speaker focused on Essential presentation Guidelines, they are;

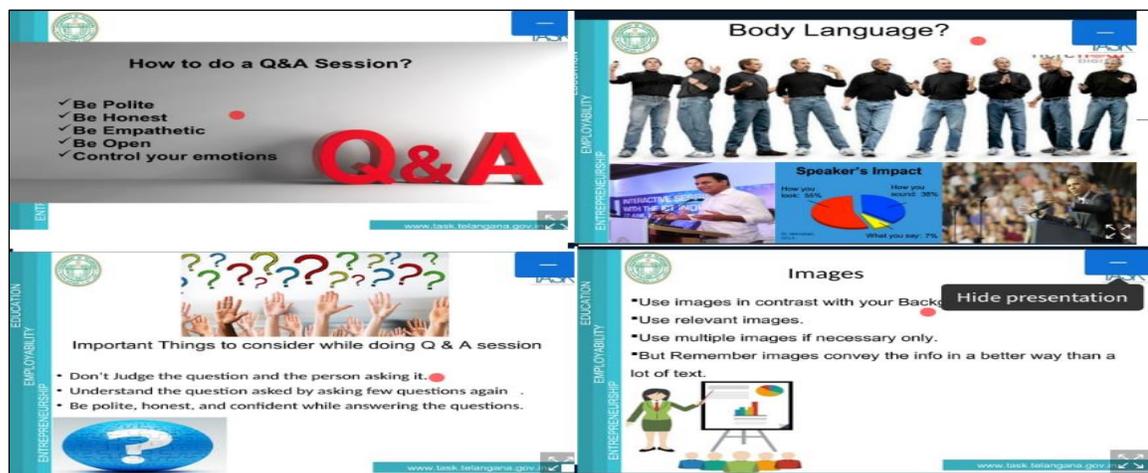
- Plan carefully.
- Do your research.
- Know your audience.
- Time your presentation.
- Speak comfortably and clearly.
- Check the spelling and grammar.
- Do not read the presentation. Practice the presentation so you can speak from bullet points. The text should be a cue for the presenter rather than a message for the viewer.
- Give a brief overview at the start. Then present the information. Finally review important points.
- It is often more effective to have bulleted points appear one at a time so the audience listens to the presenter rather than reading the screen.
- Use a wireless mouse or pick up the wired mouse so you can move around as you speak.
- If sound effects are used, wait until the sound has finished to speak.
- If the content is complex, print the slides so the audience can take notes.
- Do not turn your back on the audience. Try to position the monitor so you can speak from it.



### Few glimpses of Day 2 – Presentation Skills Training

#### Day 3 - Soft Skill Development Program on “Presentation Skills”

The speaker delivered more about techniques and concluded the session by saying about concluding the presentation is important because, for the most part, an audience will remember a presentation's beginning and ending most clearly. The beginning of a presentation should grab your audience's attention. This encourages them to become invested in what you have to say and prepares them for the rest of your message. A speech's ending should summarize the main points of the presentation and create a lasting impression in the minds of your audience.



### Few glimpses of Day 3 – Presentation Skills Training

Total 65 students from B.Pharmacy II, III and IV year have attended the program.

  
**DEAN**  
 NNR School of Pharmacy  
 Nalla Narasimha Reddy Education Society's  
 Group of Institutions  
 Chowdariguda, Korremula X Roads,  
 Ghatkesar Mandal, Medchal Dist-500 088