



- Course Title:** Speak-Up! Advanced Public Speaking
- Your Motivation:** To build on the skills you have already acquired in the past or from on of our beginner's seminars.
- Our Objective:** To develop strategies that will further enable you to deliver effective speeches for business, for social occasions or for pleasure using psychological techniques & visual aids.
- Who should attend:** I Individuals with some experience of speaking in public who wish to develop a greater understanding of the speaking art, or those who feel their skills are in need of a little polish.
- Duration:** I Day (09:30 – 16:30) Lunch and refreshments provided.
- Methodology:** Instructor led, presentations and examples with a strong emphasis on practical work and group feedback. Full course-notes provided.
- The Investment:** Just £99 per person fully inclusive
- The Result:** Further improved performance through enhanced self-confidence and communication skills
- Course Description :**

This course offers those with some speaking experience the opportunity to practice further, try new techniques and build a greater understanding of how their speeches are perceived by their audience.

Using technology and other visuals aids can destroy a good speech. Participants will learn where and when to use them for real effect.

This seminar is ideal for anyone who has attended our introductory course, another basic speaking course or simply wishes to refresh their skills.

You will learn how to:

- Build on your existing experience
- Gain a deeper understanding of speech construction
- Use body language and gestures to enhance your speech
- Use visual aids with real effect
- Preempt and overcome objections
- Understand psychological aspects of human communication



**Your seminar leader Marc Lemezma
Author & Prize Winning Speaker!**

And much more!

Spaces on each course are strictly limited to just 8 attendees to enable maximum participation and benefit for all - so book today!



Please write in BLOCK CAPITALS.

Course title: _____
Course date: _____
Course Fee: _____
Deposit: **£25** _____
Full name: _____
Company: _____
Address: _____

Postcode: _____
Tel: _____
Email: _____

Please send the invoice to (if different from the address above):

Address: _____

Postcode: _____

Please specify any special requirements that you may have (for example, access):

Please specify any dietary requirements that you may have:

Please sign below to confirm you have read and agreed the 'Booking terms & conditions' as shown.

Signature: _____ Date: _____

**Please send your completed form along with your deposit payable to Marc Lemezma
44 Higham Close - Maidstone - Kent - ME15 6RA**

Once we have received payment we will email you to confirm your booking.

If you have any other queries, please contact us on 01622 671 839

Many thanks.



Terms & Conditions Of Booking For Seminars & Training

General

This agreement is for the provision of Training Services the details of which are laid out overleaf.

Modifications

Modifications to the agreement and these conditions may only be made by mutual consent of The Client and Marc Lemezma

Deposits / Confirmations

If a deposit or written confirmation is requested at the time of booking, then the booking will be held for 10 days after the date of this confirmation letter. After this time, it may be let to another client.

Fees & Payment

The final fee for the engagement is payable by cash or cheque payable to MARC LEMEZMA prior to commencement of training, unless specific terms have been agreed in writing.

Cancellation, Postponements & Transfers

Should the client be unable to attend they may, on confirmation with Marc Lemezma, transfer the booking to another individual or postpone training to a later date. Transfers for the same date incur no cost however a fee of £20 is chargeable for Rescheduled bookings, which must be taken with 6 months of the original date. Should a suitable course available within 6 months the full fee will be returned to the client. If the client does not attend within 6 months the booking will be considered cancelled and any deposit/ rescheduling fee lost.

Cancellations made more than 7 days prior to the training date will incur no additional charge other than the loss of the original deposit. If the cancellation is within 7 days the full fee is payable. In all cases the original client is responsible for settling the account.

The above arrangements can be made in writing, by email or by telephone but cannot be accepted on an answer phone and are effective once confirmed by Marc Lemezma

Photography / Video / Sound Recordings

Clients may not take photographs, or make video/sound recordings during Training without the express written permission of Marc Lemezma. Any recording must be for private viewing / listening only.

Copyright & Use Of Materials

All participants are provided with workshop notes and handouts to serve as a reference tool for use after the event. They cannot be used for cascade training purposes and/or copied. No handouts can be purchased separately and all the literature is covered by copyright. Reproduction of the handouts is not allowed without express permission of Marc Lemezma.

Marc Lemezma will not knowingly include copyrighted material for which it has no licence as part of the training or handouts.

Law

These conditions and any entertainment that takes place under them shall be governed construed and shall take effect in accordance with the laws of England.