

Date: 7th August, 2015 (Friday)
Venue: THE CLUB, 197, D.N. Nagar Andheri (W), MUM-53. Tel: +91 22-66117750
Timings: 08:45am to 05:00pm

Actuaries have all demonstrated excellent Intellectual & Mathematical skills; however there has been criticism from quarters of the society that actuaries are not good communicators. The art of clear, informative and persuasive communication is one of the most important skills that every individual should continually refine. Institute of Actuaries of India announces "6th Leadership Development Program on Public Speaking" for IAI Members on 7th August, 2015 at The Club, Mumbai.

Background:

A full day Communication Skills Training program covering key elements of Voice & Speech, Presentation Skills, & Public Speaking. The learning objectives will be achieved in the form of interactive discussions, as well as practical activities and case studies. This highly interactive program offers participants individualized assessment and group feedback sessions.

Overview of the contents proposed is as below:

I Voice Culture & Speaking Skills - Enhance your voice quality through articulation and modulation

Exercises for Clarity in communication:

- Pronunciation Exercises
- Accent Neutralization techniques

Exercises for Articulation in Speech

- Developing ability to speak sentences
- Proper use of pause
- Removal of Filler words/sounds
- Making conversations more effective
- Positive Language

Analysis & Evaluation:

- Trainer's analysis of voice of participant
- Feedback and Guidance on areas of improvement

II Presentation Skills & Public Speaking - Learn how to address with confidence and influence with effective speaking skills

Motivation & Confidence building:

- Techniques for enhancing self-esteem
- Ability to stay calm in the face of odds
- Common values & Goals

Practical Training:

- Extempore Speaking/Presentations
- Developing & delivering effective answers to difficult questions

- Avoiding verbosity and sticking to the issue
- Maintaining poise in tone and body language

Presentations Skills:

- Activities & Group Presentation
- Tips on developing the presentation structure
- Including the right content & focus on important points
- Reading Vs delivering your presentation

Analysis & Evaluation:

- Trainer's guidance for ensuring an effective performance
- Post presentation analysis and feedback on areas of improvement

Who should attend?

Only members of **Institute of Actuaries of India** less than 45 years of age.

Course Director:

Mr. Satish Kakri, Founder – Nimble Foundation is a Author, Management Consultant, Voice & Speech Trainer, and Life Skills Coach. As a Corporate Trainer in Soft Skills he has conducted training programs catering to senior executives of leading Corporates & Institutions in India.



General matters:

- **Participation Fees:** Rs. 5000/ (+14% Service Tax) (Includes Lunch & Course ware)
- **Dress Code:** Business Casual
- **Registration Start:** From 10th June, 2015 & **Close Date:** 15th July, 2015
- **Capacity: Limited to 20**, admission will be on **first-come-first served** basis subject to receipt of payment. This is a non residential program.
- **Register at:** <http://www.actuariesindia.org/SeminarRegistration.aspx>
- **Contact:** Quintus Mendonca at quintus@actuariesindia.org for any assistance.

Feedback & Reportage of Previous LDP events in Mumbai & Gurgaon

- <http://actuariesindia.org/LDP/2014/LDP.pdf>
- http://actuariesindia.org/LDP/2014/Feedback_of_previous_LDP.pdf