IICRC Mind-blowing PowerPoint Seminar Proposal

Requirement

IICRC would like to run a keynote presentation session on how to use PowerPoint to create effective training content, especially for online environments at the 2020 annual Instructors Meeting. BrightCarbon will deliver a session that will teach delegates to revolutionise the way they create presentations, creating compelling and clear presentations that actually work, all using PowerPoint.

Learning objectives

- Create visual slides using the full range of PowerPoint’s tools to generate your own graphics.
- Use custom highlighting to focus attention and make your point clearly.
- Tell compelling stories using animations, from simple to sophisticated.
- Create interactive visual content to engage your audience, whether in person or online.
- Develop navigable presentations so that you can respond to your audience.

Session description

Mind-blowing PowerPoint. No, Really!

Why are most presentations so bad? Truly terrible? They’re too wordy, text-based, and generally dull. They don’t tell stories that engage, excite, or inspire. And they generally do little to actually help people learn. They are linear and non-responsive, with no interaction. Pretty much everything you know doesn’t work to convey information effectively. Few people enjoy creating, delivering, or watching PowerPoint presentations, so let’s change that.

This session is packed full of techniques to create mind-blowing presentations. Want to know how to create visual slides? Manipulate images? Master animations? Make it interactive? And produce presentations that will astound your audience? Then come along for a masterclass in ways to capture your audience’s attention and help them learn.

This is a highly practical session in which we’ll work together on creating half a dozen amazing slides that work effectively, and look at how to use those skills on many other slides when you’re developing your own presentations. And, because it’s all live in a single session, you can see just how quick it is to create compelling visual presentation content – so there’s no excuse for bullet point slides! So don your thinking caps, get ready to critique some dreadful ‘before’ slides and take part in transforming them into truly mind-blowing presentations that will energize your audience and make your next training course the best ever.

And to whet your appetite, this short clip gives you an idea of what to expect. Oh, and it’s all created in PowerPoint (obviously).

Plus, get a free PowerPoint toolkit to kick start your efforts, and video tutorials to support you as you go.
Commercials

Mind-blowing PowerPoint keynote session | $1250

Notes

Economy travel, accommodation and subsistence expenses incurred during delivery of your solution – e.g. for face-to-face messaging consultancy or on-site coaching/training - will be re-charged to you at cost. Please advise us if you have any specific requirements or prescribed processes relating to expenses.

Client cancellations

In the event of a client needing to cancel a booking, a full refund, less any processing fees, will be offered, provided written confirmation of cancellation is received at least 14 days prior to the course date. If written notification is received at least 7 days before the date of the course, a 50% refund will be offered, less any processing fees. For cancellations within 7 days of the course date, 100% of the fee will be charged.

BrightCarbon cancellations

In the extremely rare event that a session has to be cancelled due to unforeseen circumstances you will be offered the opportunity to reschedule or a full refund of your fees. However, liability is limited to a refund of fees paid and BrightCarbon is not responsible for other costs which may have been incurred, such as non-refundable travel or accommodation costs.

Invoice milestones

Delivery of sessions ................................................................................................. $1250
Authorisation to proceed

We accept your proposal reference BrightCarbon IICRC 2020 PowerPoint Seminar Proposal 01 at the fixed price of $1250. We will also pay reasonable and relevant consultant and trainer travel and subsistence expenses (at cost).

Please tick one box only and complete the section where relevant

☐ My company/organisation does not issue purchase order numbers for services of this type; this authorisation will suffice.

☐ My company/organisation does not issue purchase order numbers for services of this type. Please quote the following reference on your invoice

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☐ My company/organisation uses purchase order numbers but does not issue written purchase orders for services of this type. The purchase order number associated with this purchase is

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☐ My company/organisation issues written purchase orders for services of this type. This acceptance is not valid without a written purchase order.

I certify that the above purchase by my company is fully authorised and affirm my company’s commitment to pay for such purchase.

Our required completion date for this project is:

Signed by:
Must be an authorised signatory

Print name:

Title:

Date:

Company VAT number:
Where appropriate

Invoices should be sent by BrightCarbon to the following address:

________________________________________________________________________

Where invoices can be submitted by email, please provide the relevant email address: