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Andrew Lightheart

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Andrew Lightheart : Presentation Now: Prepare a first rate presentation when you're short of time before purchasing it in order to gage whether or not it would be worth my time, and all praised Presentation Now: Prepare a first rate presentation when you're short of time:

0 of 0 people found the following review helpful. A must-read, for anyone giving a presentation, any time.By well-

travelledAs an experienced presenter (20 years) in scientific academia, I wasn't sure how Presentation Now would help me with preparing my next talk, but I read the book with interest because Lightheart is an old friend and I knew him to be wise and thoughtful. I should expected nothing less - Lightheart has loads of useful insights, hints, and specific, detailed guidance that really have taken my preparation of presentations to a different level.I read the whole book through once because I didn't have a talk to prepare, but wanted to know how I would use it (I think skimming it would have also worked) - then when I needed to prepare something (this week), I went back to the beginning and followed the specific advice for my situation, which is really how it is designed to have the most impact. I recommend reading it about a week before; don't let the cover confuse you and expect to be able to read it AND prepare your presentation in 3 hours - however, the book can teach you to be able to do that next time.I particularly benefited from "stepping back" and thinking in more depth about my audience and its components, as it provided ideas as to content that would not otherwise have been obvious. It also helped me figure out ways to address some "silent questions" I had been avoiding in previous talks. Finally, the book persuaded me to take out a "signpost" early on in my prepared talk that was acting as a spoiler, and probably killing half the fun... So, as you can see - specific, helpful advice, even for an "expert". On top of that, there are a lot of other ideas and suggestions that I have spent 20 years learning, and would have loved to have had someone give me a book about, 20 years ago! He even helped me think differently about my fear of heights - how about that for a bonus!I can see many of my junior colleagues gaining a lot from his gentle guidance on strategies to keep calm, being natural, finding their story and focusing on what the audience needs. I remember numerous colleagues over the years whose nerves could have really used this book. And I can see it helping my team members to stay away from boring "history of the project" bullet-point-laden talks, which we have all sat through (clenching our teeth), and yet are such an easy trap to fall into. So, I really look forward to passing on the recommendation. Thanks for writing a really great book, Andrew!0 of 0 people found the following review helpful. Helps you be your own presentation coachBy Sandra J. BarronFrom the first page, you know you're with one of those rare teachers who connects with each student individually. Lightheart is quick to show, with compassion, how to simply adapt the basic steps to your own learning style, whether that's walking and talking into a recorder or slapping post-its on the wall.The book is pared down to the core principles of connecting with an audience and making the most effective presentation for your circumstances (after he walks you through identifying, in detail, what they are). Every page has simple, practical advice for going from zero to go. At the same time, it is engaging and full of gentle, encouraging humor. The "recipes" present efficient formulas for putting it together, while the presentation section gives quick-results exercises for improving the delivery. Every tip feels rooted in empathy.Ultimately, this book helps smart people "not be weird" when they stand up to present. I suspect that exercising these principles might even make us feel a little less weird in interactions in general.Delighted to say that Andrew is a friend, and I received this book as a gift when I asked early on how I could purchase it from the US. This is one I'll certainly be recommending and gifting to others.

Plan a first rate presentation in three hours or less, quickly produce slides and handouts, and discover ways to deliver it calmly, confidently and capably.

About the AuthorAndrew Lightheart is an internationally recognised complex-topic presentation coach. He has coached getting on for 5,000 presentations by speakers hailing from more than 22 different countries. For ten years, he has specialised in working with technically-minded presenters like IT people, lawyers, academics, scientists, accountants and consultants. Andrew's clients include HSBC (in UK, Hong Kong and China), Glaxo SmithKline, Siemens, Philips and SoftwareOne.