<table>
<thead>
<tr>
<th>Level</th>
<th>General Meaning</th>
<th>Competency Framework: Presentation Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Presentation Skills</strong> is having the ability to confidently deliver an engaging message to a group of people which achieves the objectives. The 7 essential qualities of Presentation Skills are: (A) Thorough preparation of content, (B) Structuring content logically, (C) Managing nerves, (D) Engaging your audience, (E) Delivering presentation objectives, (F) Positively influencing the audience, and (G) Responding to audience needs.</td>
</tr>
<tr>
<td>4</td>
<td>Fully delivering</td>
<td><strong>7 of the essential qualities are being demonstrated regularly</strong>&lt;br&gt;The Learner is able to demonstrate that 7 of the essential qualities of Presentation Skills are being demonstrated regularly. For example, the Learner (F) influences the audience to change behaviour, or to agree to recommendations, and (G) responds to audience questions &amp; challenges competently.</td>
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<tr>
<td>3</td>
<td>High level of delivery</td>
<td><strong>5 of the essential qualities are being demonstrated regularly</strong>&lt;br&gt;The Learner is able to demonstrate that 5 of the essential qualities of Presentation Skills are being demonstrated regularly. For example, the Learner (D) is engaging the audience with anecdotes &amp; use of open questions, and (E) meeting audience needs through achievement of relevant presentation objectives.</td>
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<tr>
<td>2</td>
<td>Some delivery</td>
<td><strong>3 of the essential qualities being demonstrated regularly</strong>&lt;br&gt;The Learner is able to demonstrate that 3 of the essential qualities of Presentation Skills are happening regularly. For example, the Learner (B) can start &amp; end the presentation with impact and use the ‘Power of 3’ within the main body, and (C) recognises the impact of nerves on the quality of delivery &amp; uses learnt tools to manage them.</td>
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<tr>
<td>1</td>
<td>Early stages of delivering</td>
<td><strong>Some essential qualities being demonstrated irregularly</strong>&lt;br&gt;The Learner is able to demonstrate that some of the essential qualities of Presentation Skills are happening, but irregularly. For example, the Learner (A) is focussing on the ‘Why’, ‘Who’, ‘What’, and ‘How’ elements of preparation.</td>
</tr>
<tr>
<td>0</td>
<td>Not delivering</td>
<td><strong>Little, or no, engagement when presenting</strong>&lt;br&gt;No essential qualities of Presentation Skills are being demonstrated: (A) Thorough preparation of content, (B) Structuring content logically, (C) Managing nerves, (D) Engaging your audience, (E) Delivering presentation objectives, (F) Positively influencing the audience, and (G) Responding to audience needs.</td>
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Engage your audience much better: [http://www.makingbusinessmatter.co.uk/training-courses/presentation-skills-training/](http://www.makingbusinessmatter.co.uk/training-courses/presentation-skills-training/)