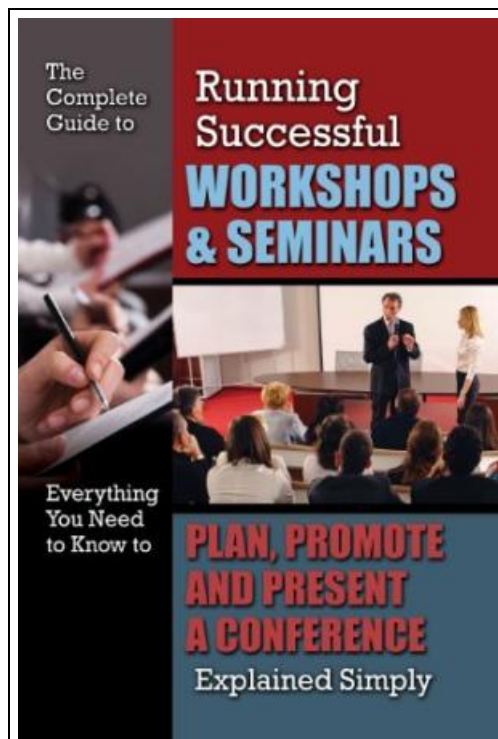


The Complete Guide to Running Successful Workshops & Seminars: Everything You Need to Know to Plan, Promote & Present a Conference Explained Simply



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Reviews

Basically no terms to clarify. It can be written in basic terms instead of difficult to understand. I am easily could get a enjoyment of reading through a composed publication.


(Dr. Hazel Ziemann IV)


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Atlantic Publishing Co. Paperback. Book Condition: new. BRAND NEW, The Complete Guide to Running Successful Workshops & Seminars: Everything You Need to Know to Plan, Promote & Present a Conference Explained Simply, Kristie Lorette, "A typical workshop doesn't always sound intriguing in fact, it's something most people try to avoid attending. Still, seminars are held each year in many fields and industries, and usually, no two are alike. Although thousands of executives, employees, and other professionals dread the hours of lectures and preaching that the average conference involves, the one you're planning doesn't have to be the norm. The Complete Guide to Running Successful Workshops & Seminars is your complete guide to putting together an effective conference that is sure to be a hit from start to finish, regardless of your field and audience. In this new book, you will learn the ins and outs of planning a workshop, from general decisions about how long the event will last to the minute details such as where each person will check in and sit. This guide will teach you how to effectively target and communicate with your audience so you can give your attendees information they never knew they were missing. You will learn about the basics of leading a training program, such as what characteristics you should portray to show your authority and credibility, as well as the general structural elements of a workshop, seminar, and conference. This comprehensive book will help you define the reason why you are holding a workshop and will teach you to succinctly create an objective for your participants so you are destined for success. You will even learn how to evaluate and measure your accomplishments during, and after, the event to prove your true effectiveness and determine your program's strengths and weaknesses. Filled with...

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