

Speech Writing

Key Aim

- Delegates will learn how to write a speech for any occasion and any audience

From first word to lasting impression

This course is for anyone who has to either deliver a speech themselves – or write a speech for a more senior personnel to deliver and covers:

- Taking the brief;
- Speeches for all occasions;
- Researching the audience and topic;
- Preparing a structure and organising your notes;
- Writing the first draft and how to edit;
- Use of humour;
- Resources;
- Measuring success.

Target Audience

Marketing, Administration & HR personnel.

Duration of Course

Half day

Maximum Number of Delegates per Course

Six

Cost per Delegate

£150.00

www.orchid.je | 01534 888992 | info@orchid.je