

Course Title:	SPEECHCRAFT TRAINING PROGRAMME <i>"Great speakers are not born, They are trained" - Dale Carnegie</i>	
Target Group: Officers in the All Island Services	Duration: 2.5 Months (2.5 hours per week)	
Main Subject Areas:		
<ul style="list-style-type: none"> • Introduction to Speechcraft with Toastmasters • Components/structure/purpose of a speech • Delivery of prepared speeches • Impromptu speeches – how to construct them • Voice, accurate pronunciation and articulation • Use of body language to enhance the message • Giving feedback / evaluations • Introduction of a speaker • Playing leadership roles • Meeting etiquette 		
Major Learning Points, Skills & Competency Development		
At the end of the 10 sessions the participants will be able to:		
<ul style="list-style-type: none"> • Prepare and deliver speeches in a logical manner on topics of common interest. • Take leadership roles at their work place. • Speak professionally to audiences and individuals. 		
Course Fee: Rs. 20,000.00	Medium : English	
Assessment Method	<ul style="list-style-type: none"> • Active participation in meeting roles and impromptu speeches • Delivering 03 prepared speeches. • 80 % Attendance 	
Course Coordinator	Mr. Nimal Senadheera	

**This programme is a paid programme for all participants including those from Government, Provincial Councils and Local Government*