



The Continuing Legal Education Committee presents  
Speaker Fever – Secrets to an  
Amazing CLE Presentation

Thursday, June 27, 2019, 2:30 p.m. – 5:30 p.m.

**COURSE CLASSIFICATION: BASIC**

Course 3205

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**OVERVIEW**

Learn how to be a great speaker at a CLE course. This course is designed to help you improve the quality of your CLE presentation. You will learn about the nuts and bolts of creating a CLE program, including recruiting speakers and the requirements for accreditation. The course will also improve the quality of course materials for your presentation by presenting tips on gathering and organizing your research. Finally, this course will help you improve your personal speaking skill by addressing learning styles, effective public speaking techniques and the use of audio-visual materials.

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**AGENDA**

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|-----------------------|---|
| 2:30 p.m. – 2:40 p.m. | <b>Welcome and Introductions</b>  |
| 2:40 p.m. – 3:30 p.m. | <b>Nuts &amp; Bolts</b><br>A panel discussion on the mechanics of creating and presenting a CLE course including information on principles of adult learning, CLE format, and requirements for accreditation.   |
| 3:30 p.m. – 3:35 p.m. | <b>Break</b>  |
| 3:35 p.m. – 4:25 p.m. | <b>Written Preparation</b><br>A panel of experienced speakers will help you create excellent course materials to accompany your presentation. You will receive tips on gathering and organizing your materials. We will cover presenting materials in different settings: on a panel, in a webinar, in a board certification course, and in a live solo presentation. |

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THE FLORIDA BAR

4:25 p.m. – 4:30 p.m.

**Break**

4:30 p.m. – 5:20 p.m.

**What Makes a Great Presentation**

This panel of skilled lecturers will address what makes a great presenter/presentation, including the art of engaging your audience. The lecture will include tips for preparing for the presentation, with a focus on the Do's and Don'ts of incorporating technology.

5:20 p.m. – 5:30 p.m.

**Questions**

**CLE Credit**

General: 3.0 hours