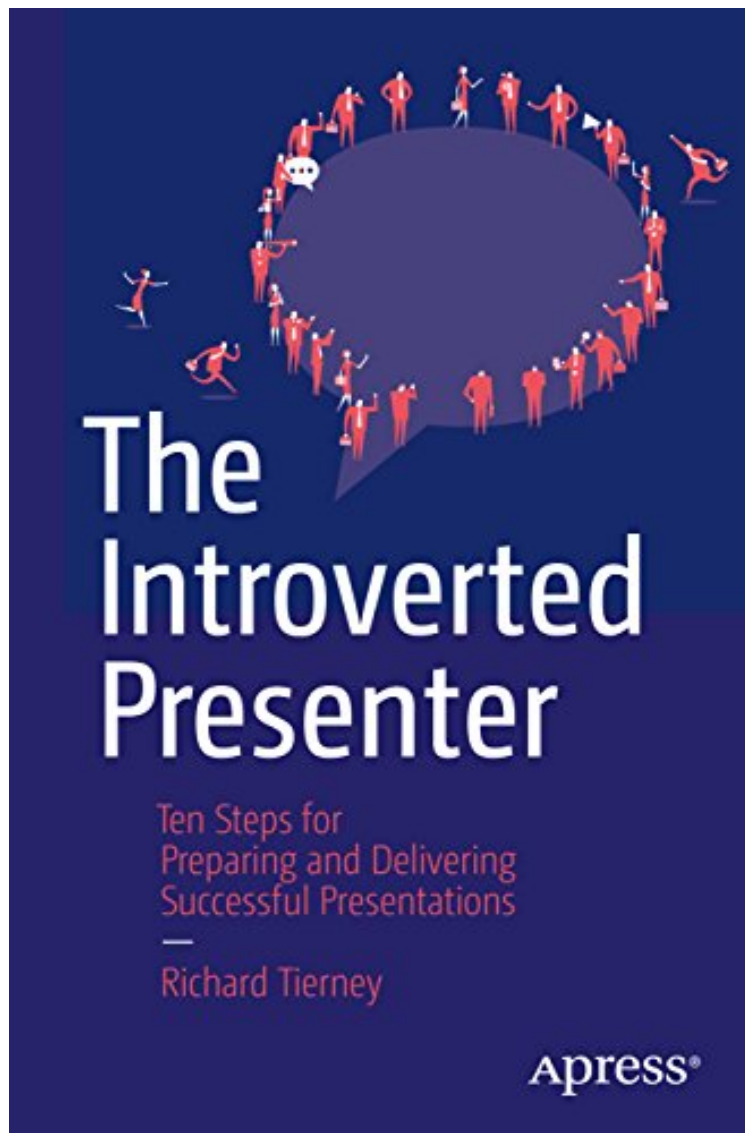


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# The Introverted Presenter: Ten Steps for Preparing and Delivering Successful Presentations

*Richard Tierney*

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## **Richard Tierney : The Introverted Presenter: Ten Steps for Preparing and Delivering Successful Presentations**

before purchasing it in order to gauge whether or not it would be worth my time, and all praised The Introverted Presenter: Ten Steps for Preparing and Delivering Successful Presentations:

0 of 0 people found the following review helpful. A must have studyBy Duncan N. ClarkI am an introvert. I have been a public speaker for 30 years. So I appreciate this book very much indeed. This is an outstanding offering which

expertly addresses the character of an introvert and the issues involved for the introvert in dealing with the outside world. Plumbing the depths of Jungian psychology to describe the introverted person, and drawing from experience in the business world and the necessary qualities required for success, the author certainly helps the reader understand self and how to deal with the essential challenges for the introvert in the exterior world. As in the book *The Introvert Advantage*, Mr. Tierney highlights the value of the introverted individual and the importance of transporting the interior message outward. Hence, there is a sense of mission and importance assigned to every presentation and this is important to the confidence building of every delivery. I like the way Mr. Tierney organizes a step by step process for creating a functional and outstanding presentation, beginning with personality insight, to organizing material, to then smoothly working the presentation through to the final exterior product. Preparation, from attitudinal adjustment, to organization of material, to final last minute self examination, to the presentation of material itself is arranged concisely with no wasted words. So who should get this? Any student who is preparing a class presentation, any business person who will speak in public, any public servant who wishes to improve their outward persona, any seminarian who is taking a sermon class, or any introvert who is trying to find their way into the outside world. Likewise businesses which believe in improving the quality of their staff presentations would also benefit from making this a mandatory read. Introverts add much to the world but only if we dare to come out to play. This great offering will make that a cinch.

0 of 0 people found the following review helpful. A book that does the business By B W. This is a good book. I am not much interested in the theory and academic background and stuff like that, but what I am interested in is being able to make a good presentation. I seem to have to do more and more of them and this book helps hugely. The author gives his fictional heroine Mary a friend called Mike who helps her. If she had this book she wouldn't need him. There are a lot of books that tell you how to do this stuff but what I like about this one is that it approaches the subject from the position of someone who is scared to death of having to make presentations. The author knows what it's like and tells you how to work through that. There are lots of people who are scared of standing up in front of people, and even more who don't know where to start when it comes to writing a speech that works. What to say and how to say it are the keys to a good presentation, and a good presentation is the key to selling more or getting promoted or getting people to do what you want them to. This book is a practical guide that helps with both. Incredibly helpful.

0 of 0 people found the following review helpful. Sound advice for the quiet people who need to speak in public By Hugh Mason Books like Susan Cain's 'Quiet' have helped to rebalance the sense of value we place on introverts versus extroverts. Yet the practical challenges of being a 'quiet person' remain: public speaking is a particular torture for many smart people with much to offer the world whose preferred style might naturally be to communicate one on one, or even in writing. It's not just about feeling confident - it's also about figuring out what to say when you have relatively few words and a short time to make an impression. Richard Tierney's practical advice is easy to read and straightforward to apply, drawing on decades of work with people who know they are successful at the most senior levels. Recommended.

The introvert is a personality type that draws energy from the outside inward. According to standard personality testing assessments, most people are introverts and no group is more introverted than technical professionals. Introverts are congenitally programmed to recoil from the prospect of public speaking with fear and loathing, yet making presentations to expert and non-expert audiences is an inescapable requirement for career advancement in any technical field. Presentation coach Richard Tierney rides to the rescue of fellow introverts in the IT and engineering sectors with *The Introverted Presenter*—his fail-safe guide to delivering competent presentations, no matter how unsuited by nature you might be to the performing arts. This short book lays out the complete process guaranteed to raise you from a debilitating state of terror and aversion to a comfortable place of clarity, calm, and competence—perhaps even brilliance, if you can train yourself to convert the free energy of your fear into controlled performance. Tierney repeatedly warns his introvert readers that they risk presentation fiasco if they skip, skimp, or change the order of any of the ten steps he prescribes for thoroughly and efficiently preparing their presentations. The surefire sequence of steps for *The Introverted Presenter* begins with defining your presentation's audience and objective. The next step is to write the script of your speech in stages, constructing it on the basis of proven structural rules, cognitive laws, and dramatic tricks. Then you incrementally refine and tighten your script by delivering it iteratively, first in front of a mirror and then in front of increasingly critical test audiences, progressing from your cat to your boss. When you have a well-constructed and sound-tested script in hand and only then, you may create some slides to graft into your script in support of your opening action call and your concluding takeaways, which you commit to memory. Your slides should be limited to the smallest number possible (even zero) and the fewest possible words. What you'll learn By following the process precisely as described in this book, even the most introverted technology professional will gradually but surely acquire the ability to structure a killer presentation. Coach yourself into being the best performer you can be. Craft a presentation that supplies your audience's technical needs while activating its human sympathies. Use slides sparingly for best supporting effect. Deploy elements of stagecraft like a trouper. Who this book is for The primary readership is technology professionals who ordinarily shun the public-speaking limelight but find they need to pitch their work outside their

team environments. The secondary readership is non-extroverts in the corporate, commercial, or academic worlds who have taken career promotions that involve presentations as part of their job descriptions.

About the Author Richard Tierney is a presentation consultant who has worked with more than 60 of the Fortune 100. He is also a coach at SupportTED, which provides coaching to the TED Fellows community. He has 30 years of experience in 30 countries as a business coach, innovation consultant, creative director, conference organizer, and media producer in the IT, automotive, and consumer electronics sectors. Despite being a congenital introvert, Tierney presents regularly at industry conferences in Europe and Asia. He is a council member of the Association for Conferences and Events (ACE) and a member the British Academy of Film and Television Arts (BAFTA). Tierney has extensive experience in theater and television and holds professional accreditations from the Royal College of Art and London Business School, the University of London.