

# WINNING PRESENTATION SKILLS

*For the Courtroom, the Boardroom,  
and Business Development*

LIVE PROGRAM AND LIVE WEBCAST:

**FEBRUARY 16, 2012**

Live program will be held at the CBA-CLE Classroom  
1900 Grant St., Suite 300, Denver, CO

VIDEO REPLAY:

**MARCH 8, 2012** • Denver, Colorado Springs, and Grand Junction

*Submitted for 3 General CLE Credits*

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## Learn How to Implement These TOP TEN QUALITIES OF GREAT PRESENTERS:

10. Speak clearly so you can be easily understood.
9. Communicate with passion; emotion can be used as a tool to persuade.
8. Be in control of your nerves and your body language.
7. Use your voice as a tool to communicate, and don't be used by your voice.
6. Engage in effective eye contact to build relationships with your audience.
5. Use technology as a tool, not as a replacement for your presentation.
4. Create clear pictures in the listener's mind.
3. Engage your audience through the power of storytelling.
2. Connect on a personal level with your audience.
1. Practice, practice, practice!



**REGISTER FOR THIS PROGRAM ONLINE!**  
Go to [www.cobar.org/cle](http://www.cobar.org/cle)

# WINNING PRESENTATION SKILLS

*For the Courtroom, the Boardroom,  
and Business Development*

***Strong Presentation Skills  
are Your Greatest Asset!***

From your presentations in the courtroom, to the boardroom, at the negotiation table or in your everyday encounters, this dynamic seminar will provide you with practical skills that will enhance every aspect of your delivery, and will teach you the simple changes you can make to lead your listeners to the conclusions you want them to reach.

From stage presence to the sound of your voice, from ??? to the structure of your story, this workshop will help

you use the tools that professional actors and directors use to paint a clear picture and win the objective. You'll learn about the most common presentation mistakes we all make. You will walk out of this seminar armed with the tools you need and never make them again.

You will not only gain insight into the messages you are sending through your body language, facial expressions, and vocal inflection, you will also leave with solid skills you can use immediately in your practice and daily life. You will enjoy a thoroughly entertaining learning experience that includes movie clips and live demonstrations to illustrate the techniques discussed – it's two and a half hours you can't afford to miss if you want to be as effective as you can be!

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***Register now this excellent program.  
We look forward to seeing you in February.***

## ABOUT YOUR SPEAKERS:



**Leonard Mattheo** and **Lisa DeCaro** are co-founders of Courtroom Performance, Inc., a trial consulting firm dedicated to improving oral advocacy. They are co-authors of the book, *The Lawyer's Winning Edge: Exceptional Courtroom Performance*

(Bradford Publishing, 2004). Mr. Mattheo and Ms. DeCaro have practical experience in hundreds of cases in the areas of civil plaintiff, civil defense, and criminal defense ranging from simple to complex litigation. With a national trial consulting practice that specializes in jury research (mock trials/focus groups), witness preparation, and trial strategy, they have assisted in victories involving many Fortune 100 companies in high-profile litigation, on both the Plaintiff's and the Defendant's side of the courtroom.

They have helped hundreds of attorneys and their witnesses prepare for deposition and trial, by employing the professional actor's techniques of effective story analysis, story structure, and persuasive presentation. Professional actors and directors, they have been working exclusively with attorneys for over a decade.

Mr. Mattheo and Ms. DeCaro are active members of the Association for Continuing Legal Education, and Ms. DeCaro is active with the American Society of Trial Consultants. Both are frequent speakers at regional seminars and national conventions (including the annual conference of the ABA Litigation Leadership Section and many state bar programs), and have served as faculty for colleges and conferences nationwide. In addition to their book, Mr. Mattheo and Ms. DeCaro have also authored popular papers and articles for national legal publications (including ALI-ABA's Practical Litigator, ABA's Tips from the Trenches, The Brief, and Lawyers Weekly USA).

## PROGRAM AGENDA:

8:30 - 9:00 am Registration and Continental Breakfast

9:00 - 10:15 am Top 10 Presentation Skills

10:15 - 10:30 am Networking Break

10:30 - 11:30 am Program Continued

11:30 am Adjourn

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## WEBCAST INFORMATION:

### WEBCASTING IS GREEN!

Course materials are provided in electronic format to all webcast attendees. If you prefer to receive the materials in paper form, you must make this request at the time of registration. Once CBA-CLE has final materials prepared, they will be shipped immediately upon your request, but we cannot guarantee that you will receive them prior to the program.

### WEBCASTING IS EASY!

#### THE MINIMUM SYSTEM REQUIREMENTS:

- Your computer should have a 500 MHz or higher a processor and at least 128 mb of RAM (any newer computer)
- A reliable High-Speed Internet Connection
- Adobe Flash Player v. 10 or higher

#### TIPS FOR A BETTER WEBCAST EXPERIENCE:

[www.cba-cle.org/webcast\\_tips.html](http://www.cba-cle.org/webcast_tips.html)

#### PLEASE RUN THIS TEST TO MAKE SURE YOUR COMPUTER MEETS THE MINIMUM SYSTEM REQUIREMENTS:

[www.cba-cle.org/webcast\\_test.html](http://www.cba-cle.org/webcast_test.html)


#### ADDITIONAL INFORMATION:


You will receive a confirmation and instructions to view the webcast via email upon registration.





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# WINNING PRESENTATION SKILLS

 **Register by PHONE**  
when using VISA, MC or Amex  
In Denver: (303) 860-0608  
Toll-Free: (888) 860-2531

 **Or FAX form to**  
when using VISA, MC or Amex  
FAX to: (303) 860-0624

 **Or MAIL form to**  
**CLE in Colorado**  
1900 Grant St, Suite 300  
Denver, CO 80203-4303

 **Or Register ONLINE**  
when using VISA, MC or Amex  
Go to [www.cobar.org/cle](http://www.cobar.org/cle)

## PROGRAM ORDER FORM

### TUITION ENCLOSED

- Non-member: .....\$79  
 CBA Member: .....\$69  
 New Lawyer (in practice 3 years or less): .....\$59

### LIVE: FEBRUARY 16, 2012

*(Select live program or live webcast - webcast participants must have access to high-speed internet connection)*

- LIVE PROGRAM** - Denver: CBA-CLE Classroom, 1900 Grant St., Suite 300 (GP021612L)  
 **LIVE WEBCAST** - Direct to your desktop (GP021612W)

### VIDEO REPLAY: MARCH 8, 2012

- Denver:** CBA-CLE Classroom, 1900 Grant Street, Suite 300 (GP021612V)  
 **Colorado Springs:** 421 S. Tejon Street, Suite 100 (GP021612VCS)  
 **Grand Junction:** 1250 E. Sherwood Drive (GP021612VGJ)

**PROGRAM ORDER FORM TOTAL \$** \_\_\_\_\_

## HOMESTUDY ORDER FORM

*To receive CLE Credit you must purchase both the course materials **AND** the recorded seminar. Materials will be mailed to you approximately 2 weeks after live program.*

### COURSE MATERIALS **AND** RECORDED PROGRAM: *Full CLE credit given*

- CBA Member: \$69       Non-Member: \$79

- Recorded Program on DVD and Paper Course Materials** (GP021612D)

- Online Recorded Program and Downloadable Course Materials**

*Available online only – instructions will be e-mailed to you after registration.*

Please indicate which recorded program format you prefer:  **Video-On-Demand** (GP021612N)     **MP3** (GP021612J)

*NOTE: Shipping & handling only applies to orders you receive via mail.*

Price \$ \_\_\_\_\_

Shipping & Handling \$ 10.00

Subtotal \$ \_\_\_\_\_

Applicable Sales Tax (7.72% Denver, 4.1% RTD and 2.9% rest of Colo.) \$ \_\_\_\_\_

**HOMESTUDY TOTAL \$** \_\_\_\_\_

Name \_\_\_\_\_ Attny Reg. # \_\_\_\_\_

Firm/Organization \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (      ) \_\_\_\_\_ Fax (      ) \_\_\_\_\_

- Enclosed is my check made payable to **CBA-CLE**     VISA     MasterCard     Amex

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

*Required for credit card orders*

**CLE Use Only:** Check #: \_\_\_\_\_ Approval #: \_\_\_\_\_

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**In Colorado, Inc.**  
The nonprofit, educational arm of the Colorado Bar Association and the Denver Bar Association

**Colorado Bar Association CLE**

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