

SESSION 5: CAPSTONE, SIMULATION AND GRADUATION

MAY 12 – 14, 2021

VIRGINIA BANKERS ASSOCIATION

Executive Leadership Institute 2021

EXPECTATIONS

- Level of listening – Olympic Listening
- You may have had some of this...timing, repetition, and experience change the learning
- Adults learn by participating

EXPECTATIONS

- Discussion of change for yourself, not others
- No one is broken... this is about taking a step that other successful people take

EXPECTATIONS

- “I am a Beginner.” Be curious - don’t critique/judge/assess what is happening – that is how smart people fail to succeed at continuous improvement or new ways of thinking. (It’s not wrong, it’s just not useful.)

EXPECTATIONS

- Confidentiality
- Respect
- Be present
 - All Sessions
 - Video turned on all the time
 - Cell-phone/e-mail silenced
 - Fully engaged

EXPECTATIONS

- We are a laboratory for the work we are talking about it. For example, you are our partners for meeting the objectives.
- *Others?*

AGENDA

TODAY'S OBJECTIVES

OBJECTIVES

PRESENTATION SKILLS

PRESENTATION SKILLS

- Your speaking:
 - Volume matters
 - Tell them what you will do, then do it, then remind them
 - Disclose what you considered and discarded and why

WHAT MATTERS?

- 60 - 80 % Nonverbals
 - Use of space
 - Voice/tone
 - Gestures/engagement
- Lead-in and wrap-up

CAPSTONE EVALUATIONS

- ORGANIZED PRESENTATION
 - Clear opening that grabs audience attention
 - Clear main ideas and supporting points
 - Supporting evidence to the main points
 - Logical flow of ideas and concepts
 - Uses effective transitions between topics
 - Clear and effective summary of presentation
 - Strong, memorable ending

CAPSTONE EVALUATIONS

- CONTENT

- Accurate and well thought-out assessment of current situation
- Solid strategy for 3 -12 months
- Clear explanation of the strategy to Board Members/panel
- Plans well-defined and within acceptable timeframes
- Clear communication to all important members of team and within the bank
- Expected accountability/results stated
- Structures in place to guarantee results
- Decisions are strategic

CAPSTONE EVALUATIONS

- DELIVERY OF PRESENTATION

- All members of team participate
- Preparation evident
- Establish and maintain eye contact
- Variety of vocal tones
- Respectful, attentive body language
- Language appropriate to group
- Use appropriate pauses to ensure understanding (minimal “ahs, okays”)

CAPSTONE EVALUATIONS

- What was most impressive about this team's presentation?
- If you could make one improvement to the team's overall effort, what would you suggest?

CAPSTONE EVALUATIONS

- VISUAL AIDS
 - Easy to read and understand
 - Appropriate quantity
 - Relevant to presentation
 - Maintain professionalism of words, fonts and pictures, yet light moments
 - Add impact to presentation

PRESENTATION SKILLS

- Your speaking:
 - Primary and recency effects
 - Continuous engagement
 - Perceive it as a conversation

PRESENTATION SKILLS

- Written pieces:
 - Spelling and grammar check
 - Read the content from end to beginning
 - Find/Replace for errors you know you make
 - Change font and reread

PRACTICE,PRACTICE, PRACTICE

SIMULATION

- 2 hour process-oriented leadership simulation that shares theories and skills developed by leading management experts

SIMULATION SKILLS

- Leadership Styles
- Team Building
- Group Decision Making
- Interpersonal Communication
- Planning

SIMULATION SKILLS

- Risk Taking
- Power & Influence
- Conflict Management
- Action Learning