



9:00 AM - 5:00 PM



**NIBAF, PAKISTAN
(KARACHI)**



EFFECTIVE BUSINESS MEETINGS AND PRESENTATION SKILLS

This practical masterclass equips professionals with structured frameworks to run high-value meetings and deliver persuasive, data-backed business presentations. The session emphasizes live practice, role-play simulations, and hands-on exercises tailored to the banking and corporate sector.

FEE: PKR 18,000 PLUS TAX



TRAINING DATE

SEPTEMBER 17, 2026

TARGET AUDIENCE

This training is designed for banking professionals at various levels who are responsible for participating in, leading, or delivering effective business meetings and presentations.

COURSE CONTENTS

- **High-Impact Business Meetings**
 - Planning and Chairing Focused Meetings
 - Assessing meeting necessity and defining clear objectives
 - Designing outcome-based agendas and strict time budgets
 - Setting ground rules and managing room dynamics
 - Handling interruptions, side-tracking, and dominant attendees
- **Decision-Making, Consensus, and Action Governance**
 - Leading structured discussions to reach rapid consensus
 - Managing conflict and differing viewpoints professionally
 - Clear action tracking: Assigning task owners, deadlines, & deliverables
- **Persuasive Business Presentations**
 - Structuring Ideas and Simplifying Data
 - Audience profiling and defining the core message
 - The Problem-Insight-Solution-Action narrative structure
 - Decluttering slides and presenting financial figures with clarity
 - Crafting strong openings and decisive closing calls to action
 - Executive Presence, Q&A, and Live Pitches
 - Body language, vocal variety, pace, and managing stage anxiety
 - Handling hostile questions, pushback, & senior stakeholder queries
 - Virtual and hybrid presentation etiquette

FACILITATOR

Mr. Muhammad Shehzad Dhedhi is a Fellow Chartered Accountant and an executive leader with over 24 years of global experience in financial strategy, corporate governance, and institutional leadership. A former corporate banker with a deep understanding of the financial sector, his career includes strategic roles at major institutions including HBL, Credit Suisse, and Bank Alfalah.

As the Founder of CFO Club Pakistan and CEO of ESGHexa, he specializes in transforming technical managers into high-performing leaders, blending operational discipline with strategic growth frameworks to drive commercial success.

TRAINING MANAGER: FARAH KHAN

☎ 021-35277535 🌐 farah.khan@nibaf.org.pk



021-35277511 | 051-9269850



marketing@nibaf.org.pk | registration@nibaf.gov.pk



0303-0652963