

KEYS TO A GOOD PRESENTATION!!

Top 10 things to remember when creating a presentation

1. Your slides don't deliver the message, YOU do.

If you have slides, they are to support you, NOT relay all the information. In fact, the only info. on your slides should be images. NO words.

2. Passion! Show your Passion

The more passion you show the more convincing and successful you will be.

3. Know your information!!

Know what you are going to say and how you are going to say it. The more comfortable you are with the information the more confident you look. Knowing your info. will help you be more convincing.

4. Connect with your audience (be personable)

Smile, make eye contact, laugh, tell a short (humorous) story about the creation of your presentation.

5. Keep it Simple: Concentrate on your Core Message....

DO NOT get distracted! Make sure you are to the point with your message and you don't get off track with information that is not necessary or relevant.

6. Be original and creative

You want your presentation to stand out from the crowd. Think of ways you can make your presentation different from everyone else's! Creativity is key!

7. Walk within the group.

Walking around the room instead of standing in the front helps the audience engage with you.

8. Speak loudly and clearly

The whole room needs to be able to hear you. Make sure you are loud and clear!

9. ORGANIZE!!

KNOW who is speaking when, what they are going to say and how you are going to begin and end your presentation.

10. Support the people you are presenting with

If someone makes a mistake just roll with it. Make sure you are listening to your partners and looking at them when they are presenting.