



Creating Effective Presentation

- Learn and understand the topic.
- Organize material clearly and logically
- Clearly explain and define key concepts.
- Create interesting visual aids.
- Include audio and video when possible.
- Use as less words as pssible.

Entertaining Your Audience

- Be a dynamic presenter.
- Provide a humorous observation or anecdote.
- Make eye contact.
- Make a personal connection.

Engaging With Audience

- Start strongly to grab audience's attention.
- Ask questions throughout the presentation.
- Have audience help with the presentation.
- Distribute additional material creatively.
- Provide a refreshment break if possible.
- Allow audience to ask questions.

Checking Presentation Facilitaitis

- Save your slides as JPEGs.
- Bring your own hardware - laptop, U disk
- Use a remote

