

OPENCLASSROOMS

Soft-skills session

Improve Your
Presentation Skills



Improve Your Presentation Skills



SOFT SKILLS - COURSE

Improve Your Presentation Skills

Easy 6 hours

Have you ever prepared a PowerPoint presentation and felt like people lost interest after a few slides? This course shares presentation tips and tricks to make sure this won't happen again! Find ou...



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OpenClassrooms Mentor

Agenda

- Part 1
- Templates and tools
- Q&A
- 10-min break
- Part 2
- Video example
- Group Exercise
- Conclusion
- Q&A

Objectives of the webinar

- Understand the key concepts of the course
- Reflect
- Develop the targeted soft-skill

Learning outcomes of the course

- Create presentation slides using best practice in graphic design
- Deliver a successful presentation to an audience

Poll

From a scale of 1 to 5, how comfortable/familiar do you feel with delivering presentations?

1

Key concepts

Colour Scheme

- Remember your audience and topic when picking your colours
- You can also use shades of the same colour
- Is there a 'house style' or style guide?

Colour Palette Generators

- [Adobe Color](#)
- [Coolors.co](#)



Typography

- Choose text that is easy to read
- Don't overstylise on the selection of text

Typography

Serif

Times New Roman

Garamond

Georgia

Courier new

Traditional
look

Typography

Sans serif

Helvetica

Arial

Futura

Calibri

Modern

look

Font libraries

- [Google Fonts](#)
- [dafont.com](#)



Layout

- Clean and lots of spacing
- Stick to one idea per slide
- Reduce the amount of text on each slide

Layout Templates

- Canva
- Microsoft Powerpoint
- Google Slides



Images

- Use images that relate to the topic
- If resizing, do so proportionally
- Use high quality images (no pixelation)

Images



Incorrectly sized ❌



Correctly sized ✓

Images Sources (Royalty Free)

- unsplash.com
- pixabay.com
- pexels.com



Tell A Story

- Find the story that is behind your presentation
- In the case of web development, the story will most likely be about 'objectives'.

Tell A Story

The problem

+

The recommended solution

=

The benefits

Timekeeping

- Remember the time constraints
- Do a 'dry run' of your presentation

Present with confidence

Prepare for
questions



Good body
language



Smash
it!



Present with confidence (online)

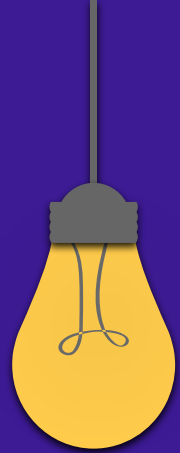
- Do a tech check! ✓
- Good lighting ✓
- Good internet connection ✓
- PRACTICE! ✓

Present with confidence (in-person)

- Check the location ✓
- Know the room set up ✓
- What tech is available? ✓
- PRACTICE! ✓

Example

Good presentation vs bad presentation
on YouTube





Self-reflection

Self-reflection : questions

- Do you feel at ease when you have to present a subject?
- What are your pain points and strengths when presenting?
- What are some practices you can use to create impactful presentations?

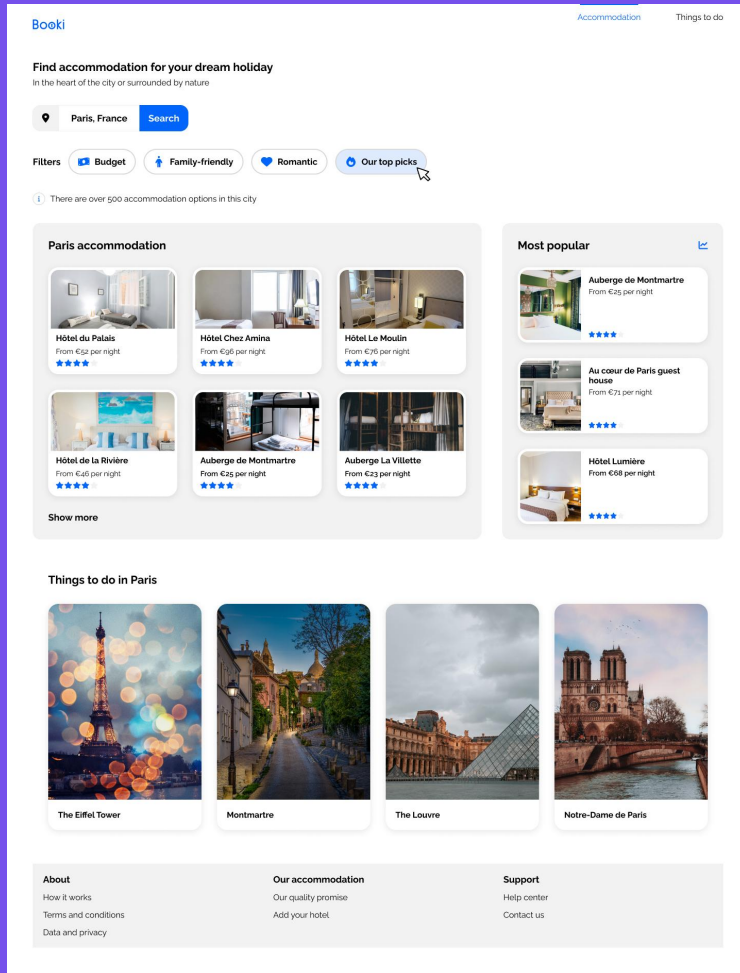
10-min break! 

2

Group activity

Group activity

- Groups of 4
- Break-out rooms
- 15 mins
- Debriefing collectively



Scenario

You are part of a web development agency, and tasked with presenting this proposed web page design to a client. The client is looking for a website that aligns with their brand, attracts customers, and serves their business goals.

What are 3 things that you would present or highlight to the client?

Group activity feedback

What do you think? 

3 conclusion

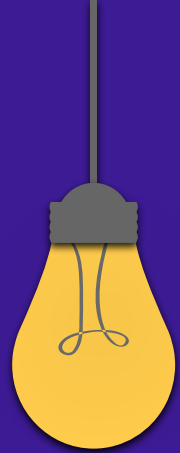
Professional context

Presentation skills can help with:

- Client communication ✓
- Team collaboration ✓
- Job interviews and networking ✓
- Tech community involvement ✓

Top tips!

- Practice regularly ✓
- Prepare content in advance ✓
- Know your audience ✓
- Manage your time ✓
- Reflect on your presentation ✓
- Build with continual learning ✓



Thank You!



Next Webinar: 11th Dec 2023 - 4pm