Build rapport with audience

Eye contact

Humour

Passion – show interest to make audience interested (also interviews)

Try not to show nerves by enforcing passion

Use relatable examples such as analogies (gets audience to understand your point)

Confidence

Knowledge of subject

Preparation and planning

Rehearsal

Manner

Voice: control mood with volume, e.g. Lower pitch is calmer

Appearance

Movement

Attitude

Appropriate

Helpful

Diligence

Attention to detail

Strive for perfection

Enthusiasm

Slide Design

Less content, leave more for delivery

High contrast, Visually more appealing, primary colours

Images and videos

Graphs and tables,

Webaim.org – Good for colour contrast when doing web design or presentation relevance

Use slides as an aid but not primary focus

Structure

Introduction

Outline

Sections

Lead-in (Bouncing off each other)

Content

Summary/Review

Conclusions

Any Questions

Summary

Tell audience what you will talk about

Talk about it

Talk about what you’ve talked about

Understand audience, tailor delivery to type of audience

Use notes

Use diagrams

Keep it simple

Look professional when your partner is delivering their part

Plenty of water

**5 Minutes**

**Subject I am interested in**

**PLAN!!!!! REHEARSE!!!!!**