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| Capstone presentation |
| 1 – **Topic** & **strategy** |

DEADLINE TO SUBMIT: MAY 12TH

# - Instructions

**Step 1: Find your presentation topic**

* Find a topic related to **what you like** (*ex: music, environment, sport*) or **study** (*ex: computer science or English)*
* Make sure that you choose a topic that can be presented **without extensive preparation**: *you have only four weeks to prepare for your presentation!*
* Make sure this topic is **interesting** for you and your audience

**Step 2:** Fill out the below table

* What is the topic of the presentation?
* What is your objective?
* Who is your audience?
* What is your message?

# - Capstone presentation: **topic & strategy**

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| **What is the topic of the presentation?**     * Briefly describe **the topic** of your presentation. * **Why** did you decide to talk about this topic? | *My presentation topic will be :*  ***How to speak in public*** *I chose this topic because :*   * ***Public speaking is every important for everybody in socialise*** * ***This topic, when I presentation about it, I can also improve my public speaking too.*** |
| **What is your objective?**   * What do you want from this presentation? o Are you **informed** about something? o Are you **persuading** that something needs to be done?      * What immediate result or response do you want from your audience? (“As a result of this presentation, my audience will \_\_\_\_\_”)   ✔ | *My presentation will inform my audience to :*  ***Improve ability in speaking for communication to people who can’t presentation or haven’t the courage to speaking in public.***      *As a result of this presentation, my audience will​ :*   * ***know how to speak in public properly*** * ***know the purpose of the presentation*** * ***improve the ability of speaking*** |
| **Who is your audience?**       * **Who** will listen to your presentation?      * What do they need to **know**?      * What information is **needed to achieve the goal** of your presentation? | **-Mostly of my audiences is student, because some student include me too, Have a problem in speaking in public**    **-They need to know my ability in presentation. If my presentation look good they can follow me.**    **-To achieve the goal of my presentation :**  **+ Clear information**  **+ good main point** |
| **What is your message?**    ✔ Write a sentence that clearly states your **Key Message**.    For example, if anyone asks my listeners what was this presentation about, I want them to say… | **Public speaking**, also called oratory or oration, has traditionally meant speaking in person to a live audience. Today it includes speaking, formally or informally, to an audience through technology – live, pre-recorded, or at a distance. |