

DATE: 8 September 2023 (Week 5, Day 2)

Presentation Delivery

During presentation delivery, there are many skills we have to have for establishing effective oral communications. The presentation delivery skills are as follows:

i) Eye-contact:

- Don't have ~~notes~~ eyes glued to your notes
- Maintain eye contact with your audience.
- Helps initiate interaction.

ii) Rate:

- audience must be made interested.
- Slow down for interested part, quicken up for less important and interesting part.
- Vary speech rate to reflect emotion and changes.

(iii) Enunciation:

- Every word must be clear
- More clear and more conversational setting.

(iv) Pitch:

- Vary high and low sounds to stress certain keywords or major points.

(v) Pauses

- To successfully pace oral presentation, pauses have to be maintained.
- Properly follow punctuations.

(vi) Emphasis:

- Key ideas must be emphasized through use of gestures, pitch, enunciations, body language.

(X) Note: Preparation of note cards is the most suitable method to keep in touch with content during presentation.

Q7: Watch any video-presentation of around 30 minutes to 1 hour and analyze the presentation aspects.

Ans:

The video-presentation I watched was the online recording of topic "Ecosystem and System Approach" conducted by our environmental engineering instructor Mr. Subodh Luitel.

My personal analysis on his presentation and his on the basis of presentation delivery aspects are as follows:

1) Eye Contact:

Since this was an online presentation, the recognition of eye contact of the presenter was not possible as a physical presentation. During the presentation, he did mention some students not paying attention which means he was paying attention to his audience.

2) Rate:

Our instructor really slowed down when we reached important topics but ~~not~~ some factual statements and non-important were quickly covered.

3) Enunciation:

The presenter was clear with his content and pronunciation. He was able to differentiate easily and comprehensively distinguish similarly sounding technical words.

4) Pitch:

Variation of ^{pitch} ~~at~~ ^{the} during the presentation was minimal. Although ~~the~~ he was clear, stress in words were being missed.

5) Pauses

Pauses in the presentation was properly maintained to give the audience (students) time to grasp the content and knowledge.

6) Emphasis:

The presenter did provide emphasis ~~at~~ during certain aspects of ^{his} ~~the~~ presentation. Although the facial expressions were the only visible part of the user presenter, it was mostly consistent.

At the end, the presentation/recording was effective enough to help me ~~person~~ understand and grasp knowledge about the content.