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Final Paper

Principles of Management

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Executive Summary

The success of a presentation is dependent on what the listener learns from it. The oral presentations given provided us with a better understanding of what management is like in a real-life scenario. In addition, they clarified what different businesses, big and small, do on a regularly basis. I appreciate everything Principles of Management taught me, especially since what was taught is applicable to real-life situations.

Some of my classmates did their presentation over companies that I did not know about and some did it on the companies I knew very little about. Almost all the presentations had enough material for us to know about the company and their management styles. I believe that it was better with the PowerPoint slides not only because it help the speaker but also because it gives a visual learning platform. We learn faster and understand better when we learn visually as compared to books and talks. However, having a PowerPoint slide does not always help with the presentation. There were some PowerPoint presentations that had very little information and some were overloaded with information.

One of the major flaws while giving a speech using PowerPoint is that students tend to read it directly from the PowerPoint slides. Students also tend to hide behind the computer and that makes the audience less interested in listening. There were some presentations in class

where the student was reading straight from the presentation. Reading from the slide is not bad since the motive of the slide is to help the speaker in his/her speech but slides are just guidelines or an outline of what a speaker will be speaking. The PowerPoint presentation should neither contain very little information nor contain one-two word bullet points. The amount of information to put in a slide depends on the material but it is always better to have a couple of short sentences that provide the essence of the slide. Some presentations in class had a lot of information in one slide which made it look congested and hard to read. In my opinion, slides with too much information distracts the audience from the speaker as the audience tend to focus more on reading the slide than listening to the speaker.

Apart from the quantity of information, one huge factor that affects the presentation is the font. It is very important to choose the correct font size and color depending on how big the room is so that it is not too small for the people sitting at the back. However, I do not think any of the presentations in this class had the problem of font size but some students had used colors of same shade which were hard to read at times.

Another factor we had to keep in our mind was time. The average time for the presentation was 5-10 minutes. There was only one presentation that went beyond 10 minutes. We have to keep track of time because we don't want our audience to feel bored nor do we want us ourselves to sound monotonous. Body language and engaging with the audience is very important while giving a speech. We should always look around the whole audience and make sure that we are making enough eye contact. It is okay to be nervous but only looking at one point or hiding behind the podium while giving a speech will not help in making the audience

interested. As a speaker, we should be aware about our audience so that if there is anything to improve we can do it then and there. I believe that our class did a very excellent job in making good eye contact with the audience.

Books are always there to help us understand and gain knowledge. Researching for a company and finding out the way they work helps us understand in a better way. Doing this presentation has helped me personally in terms of learning about companies. We all learnt a lot from these presentations as well as the research we did for our own presentations. Besides the individual presentation, I also liked the in-class presentation where we had to read a certain section of the chapter and present it to class. They say that if you are unable to teach someone what you learnt, then you haven't understood it completely. The presentations we did, both individual and as a group, helped all of us understand the principles of management better.