THE **TOP 10** PRESENTATION MISTAKES

that people make…and how to rock it instead.

1 TMI (TOO MUCH INFO)
Overloading on data or just too much information. Blah! Blah! Blah!
HOW TO ROCK IT
Use less information, more stories and a honed focus on your idea.

2 DREADFUL VISUALS
Using too few or poor visuals.
HOW TO ROCK IT
Use inspiring and relevant visuals that will help your audience remember. Visuals don't have to be slides.

3 SAMENESS
Using the same vocal variety and/or the same emotional level of your presentation.
HOW TO ROCK IT
Change it up to bring the audience up and down; and interested.

4 GOING OVER TIME
Not being within the specified time limits and holding the audience captive.
HOW TO ROCK IT
Make sure to stay within your allocated time, even if you have to cut short.

5 DARTING EYES
Letting your eyes jump all over and not making enough genuine eye contact to connect with the audience.
HOW TO ROCK IT
Hold steady eye contact from person to person while being intentional about looking over the entire audience and not being robotic.

6 ENDING ON Q&A
Ending on Q&A is boring and diminishes the control you have to close out strong.
HOW TO ROCK IT
Do your Q&A towards the end but then finish with a powerful point or call to action.

7 TALKING TOO MUCH
Talking non-stop and not engaging the audience, or even worse: reading your slides!
HOW TO ROCK IT
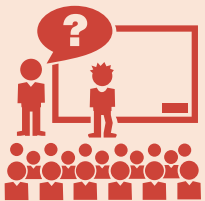Use interactive and engaging content with well-placed pauses to keep your audience's attention.

8 USING CLIPART
There's nothing that screams "rookie" more than clipart and stock photos.
HOW TO ROCK IT
Use original and interesting visuals that will help the audience make connections to your content. Visuals should add to your story not take away.

9 I BEFORE YOU
Using too many "I statements" in your presentation and not enough "you statements."
HOW TO ROCK IT
Keep the I/you balance tipped towards your audience.

10 THE WEAK FINISH
The end is the last thing your audience hears from you. Don't end on thank you or something weak.
HOW TO ROCK IT
End with a strong call to action or thought-provoking statement.