

Name : **Hamza Majeed (ASE ST-26)**

User name : **hmajeed**

1. Sequence of Main Contents in a Presentation

- **Logistics**
- **Content**
- **Slide Format**
- **Delivery**

2. Types of Presentations

▪ **Proposals**

To provide necessary information to make decision.

▪ **Sales**

To lead a potential buyer to purchase a product or Services.

▪ **Project Reports**

To update client on progress of a project or inform about an activity

3. Time Required for Each Slide

- One to Three Minutes

4. Importance of Content in a Presentation

Content is crucial as it:

- Engages the audience
- Provides clarity
- Supports communication through well-organized information

5. Best Method to Explain Theory

Using the **Particular-General-Particular** method:

- **Particular:** Give a specific example
- **General:** Provide a general overview
- **Particular:** Repeat the specific example to reinforce the point