**Online learning**

1. **Speaking in Public**
   1. preparation is key! This includes preparing your content as well as preparing both mentally and physically with warm up exercises. These are the keys to successfully holding your audience’s attention. Additionally, thinking of speaking in public as a performance, or more precisely as acting out a character, can help you focus on the content instead of on yourself.
   2. “what” and “why”. These questions, along with “who”, “how”, and “when” will allow speaker to have a defined plan and help them to make presentation as relevant as possible to the audience.
   3. Keep hand movements full, rounded, and open. Avoid closing yourself off from the audience.
   4. Making small adjustments like integrating silences, pauses, or finding synonyms for words you use too often can make a big impact on your presentation quality and eliminate verbal tics. Make ‘W’ pattern while looking at audience.
   5. Finding time to stretch, to do articulation exercises, to drink water, and to mentally repeat your first sentence can help you stay calm under pressure and avoid the worst side effects of stress.
2. **Communicate your idea through storytelling and design.**
   1. A simple way to mind map is by to start by putting **a subject in the middle of the page**. From there, you can **draw spokes out from the main ideas** and **write words or draw pictures at the end of each one**. You can **continue drawing spokes out from each new idea/image**, or **connect** **existing ones** by drawing lines between them. Of course, this method can be adapted to suit your own personal style. As long you write down words, images, or ideas and connect them, you’re following the mind-mapping method!
   2. **Storyboard**:- A sequence of drawings, typically with some directions and dialogue, representing the shots planned for a film or television production.

Storyboards are not only a useful communication tool for teams and stakeholders, they also provide guidance for the design process. This way you can make sure your project stays on track.

* 1. **Create Presentation that create engages your audience :-** 
     1. to make story telling interesting,
        1. keep your audience in mind.
        2. Work hard on your opening.
        3. Tell a story with your presentation.
     2. To keep people make their presentation concise and short,
        1. We use Japanese term **“PECHA KUCHA”,** that mean individuals have to present a slide in 20 second. Standard format:- 20 slide X 20 second.
     3. Visuals can help enhance slides with text and communicate your story effectively.