

10 Exceptional Presentation Principles for Every Speaker

1. Deliver your message with credibility and sincerity.
2. Speak in a way that is easy to understand.
3. Clearly explain the benefits of the presentation.
4. Adapt your own personal style to meet the needs of the audience.
5. Honor the time limits.
6. Know how to use technology skillfully.
7. Have a back-up plan in case things go wrong.
8. Prepare thoroughly (without memorizing everything).
9. Engage the audience and avoid lecturing them.
10. Move purposefully.

Adapted from *Tips of the Tongue: The Nonnative English Speaker's Guide to Mastering Public Speaking*