* Rehearsing ( vidoe 1)

# Answering

* Listen
* Repeat or rephrase
* Key point first
* Body Language
* Don’t vluff
* Add final statement

# Presentions have:

* Prachtice with outline
* Visual support
* Practice paying attention to delivery
* How to speech witout preparation (Vidoe 2)
* Relax
* Listen

Ask to repeat the question

Question yourself

* Pause

# Answer one key point

* Pay attention to delivery
* Finish strong