

How to make a good presentation

Think carefully about **the key points** that you want to get across, and then build your presentation around these key points.

Start by giving **a general overview of your topic**.

Use the blackboard, an overhead projector, or a computer for main points.

Explain and comment on your main points.

Try to **speak freely** without being too dependent on your notes.

Face your audience and use **your voice, your face and your hands** to communicate effectively.

Visual aids can improve your presentation significantly. Keep in mind that the aids are supposed to support your talk. Do not let them dominate you.

Remember that if you **seem enthusiastic** about your topic, it is likely that your audience will be too.

Good luck!