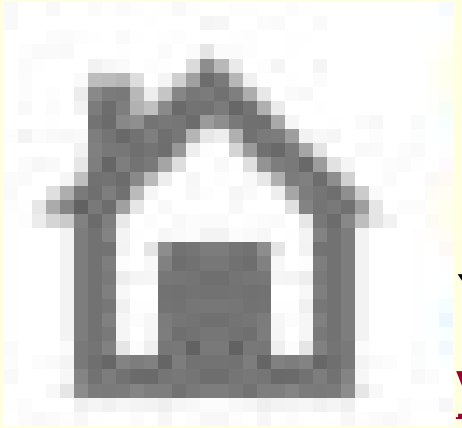
Presentation



Yuying Chris Chang
yuying@mail.ntust.edu.tw

Presentation

- Delivery
- Content
- Visual aids (PowerPoint)



Delivery

- Preparation
- Body language
- Eye contact
- Clear voice
- Clear articulation
- Normal speed
- Time control
- Conversational voice tone
- Smiles
- No “read” talk
- No fillers

Content

- **Logical development**
  - Strong opening
  - Well-organization
  - Examples
  - Strong closing



PowerPoint (Visual Aids)

- Clearness
- Precision
- Font
- Title slide (#50-40)
- Information size (#36-32)
- No complete sentences
- No period
- Relevant pictures and sound
- No swivel
- No typos