

GETTING MESSAGE ACROSS - presentation skills ideas:

- consider the reason & purpose of your presentation
- make your preps - your own style & wording
- when ready: delete - delete - keep the key part
- be aware of your emotions, get stable & smile
- find your "anchor" to cope with tough situations
- say what you want to say - say it - sum up
- use short sentences & pause
- speak towards people, when writing on board concentrate
- keep fair eye contact & watch the energy in audience
- plan & watch your time
- whatever you say or do, just keep track on your goal