

# BEGINNING YOUR PRESENTATION

## Hands-on exercises to develop an upcoming presentation or improve a current one

1. If you can recall a presentation opening that was ineffective, write it down.

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2. Write out five different opening sentences designed to catch the attention of your audience.

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3. Write out a verbal overview of your presentation.

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4. Design a slide overview of your presentation.

5. List key items that should be included to establish your credibility as the speaker.

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6. Write out a speaker introduction to be used by the conference planner.

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7. If you have to introduce yourself, what will you say and when will you say it?

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8. What is the "what's in it for them (WIIFT)" for your audience? Write three different options.

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