

Before you begin!

For Teachers:

This presentation is great for 5th-12th graders as a reminder before a big presentation is due.

Comments for each slide:

Tip #1: Knowing your information exudes confidence. When you are confident about your information those in the audience will not only respect and listen to your presentation, you will give an amazing presentation too! Know your content is half the battle. It allows you to give the audience attention versus staring at the board or PowerPoint and helps to create a connection with your audience.

Tip #2: Don't be boring. If you are excited and enthusiastic about your presentation, your audience will be too!

Tip #3: Once you know your information and you are excited about it be sure to present it clearly and loud enough to be heard. The reason people were able to narrate hadith from the prophet Muhammed sallahu alayhi wa sallam was because he spoke clearly and simple. Say exactly what needs to be said and don't ramble on.

Tip #4: PowerPoints should not have all the information you want the audience to know. Bullets are great, quotes, pictures, but no paragraphs of what you are suppose to say. If you are reading from the slides then you are not displaying confidence and avoiding eye contact which takes away your connection with the audience.



4 Quick Tips to a Successful Presentation

TIP #1: CONFIDENCE

- **KNOW YOUR INFO!**
- **DON'T READ FROM THE SLIDES!**
- **MAKE EYE CONTACT**



TIP #2: BE ENTERTAINING

- SHOW ENTHUSIASM & EXCITEMENT ABOUT YOUR PRESENTATION



TIP #3: PROJECT YOUR VOICE

- **Stand up tall!**
- **BE HEARD!**



TIP #4: 15 WORD SUMMARY

- **SIMPLE and PRECISE!**

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"OK, I'm now going to read out loud every single slide to you, word for word, until you all wish you'd just die."

Come Early, Really Early

- –Don't fumble with powerpoint or hooking up a projector when people are waiting for you to speak. Come early, scope out the room, run through your slideshow and make sure there won't be any glitches. Preparation can do a lot to remove your speaking anxiety.

Come Early, Really Early

- Prepare materials
- Greet participants

