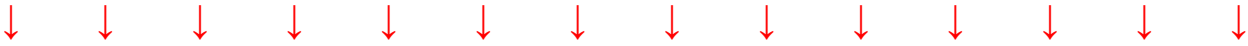


WEEK 2 !!'Before / After' !! PLEASE BRING THE COPY WITH YOU THE WEEK WHEN YOU PRESENT!!

When you make a presentation:

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Do you: <ol style="list-style-type: none"> a. tend to read your presentation b. use notes as a sage ground to show me the way c. improvise when a new ideas pops up? 2. Do you: <ol style="list-style-type: none"> a. keep eye contact with one person in the audience b. look at all the people in the audience c. look at the floor? 3. Do you: <ol style="list-style-type: none"> a. smile from time to time b. tell an amusing story/jokes? c. remain serious? 4. Do you feel: <ol style="list-style-type: none"> a. Relaxed with some ants in your stomach b. Nervous but can be managed c. terrified? 5. Do you: <ol style="list-style-type: none"> a. walk up and down a lot b. move your arms a lot c. move very little? Prefer sitting? | <ol style="list-style-type: none"> 6. Do you use visual aids: <ol style="list-style-type: none"> a. sometimes b. the more the better c. never 7. Do you usually: <ol style="list-style-type: none"> a. finish your talk earlier b. finish more or less on time C. run over the limit 8. Are you a speaker who: <ol style="list-style-type: none"> a. tends to speak fast, it's natural for you b. speaks quietly C. is more or less relaxed, talks with ease 9. Do you practice your talk: <ol style="list-style-type: none"> a. anywhere possible (bus, tram, bathroom) b. once is enough C a few times to make sure 10. Do you: <ol style="list-style-type: none"> a. see presenting as an opportunity to experience something new/to practice B. feel totally anxious and would avoid it c. do not mind giving presentations/ feel quite easy about it |
|---|--|

Think about your <u>strong and your weak points</u> as a speaker:	
strong points	weak points
<i>I am able to</i>	<i>I am not able to</i>
.....
.....
.....
.....
.....



After your presentation, spend a few minutes thinking about how it went, what it was like and consider the following:

1. What did I do well?

2. What do I need to work on for next time?

3. What have I learned from watching other people's presentation?