



I Will Present...

Use this guide to make a successful oral presentation to the class.

1. **First, choose what you want to present. Is it a presentation based on a topic? Are you presenting the results of an experiment?**

Topic of the presentation	What do I need to prepare before the presentation?

2. **Think of the target of the presentation.**

Who is my audience?	Is there something my audience has to know or do before my presentation takes place?

3. **Think of the aim of your presentation.**

Aim of the presentation	How am I going to achieve the aim of the presentation?

4. **Based on the previous exercises, now make a list of materials, books, or things you need for your presentation.**

Materials	Other items

5. Focus on the content. What key points you must mention in your presentation?

Fundamental key points (information) in my presentation

6. Focus on how you will communicate. What is the order you will follow?

Steps of my presentation	Key points in each step

7. Focus on how you will link the information to make it coherent.

Important linkers to use	Key points that will be used with those linker

8. After presenting, take a moment to reflect on this:

What went perfect?	What went not so good?	Things to consider in my next presentation