

Oral Presentation Module Outline:

*Please fill out the following outline while you are watching the videos, and bring a copy to class.*

***Video 1: Oral Presentation Skill Areas***

Some different types of oral presentations you may encounter in your classes are:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Name three skill areas for an effective oral presentation

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Similarities between oral and written communication are:

Differences between oral and written communication are:

***Video 2: Oral Presentation Preparation:***

Key points to consider when preparing for a presentation are:

1-

2-

3-

Key points to consider when working with a group are:

1-

2-

3-

Key points to consider when creating slides are:

1-

2-

3-

Key points to consider when creating handouts are:

1-

2-

3-

### **Video 3: Oral Presentation Delivery:**

Suggestions for practicing *pacing* are:

1-

2-

3-

Suggestions for practicing *intonation* are:

1-

2-

3-

Suggestions for practicing *body language* are:

1-

2-

3-