

# Oral Presentation Skills

Obj. 13.8: Communicate orally in a clear, compelling, and professional manner.



## Self-Reflection

1. Do you generally like or dislike public speaking? Why do you think you feel this way?
  
2. What do you think you do **well** when you speak publicly? Explain.
  
3. What is one thing you know you could **improve** when you speak publicly. Explain.

DISCUSS

## Good to Great.

What makes a presentation not just good, but great? Discuss this question with a partner and together list as many factors as you can in the box below.

NEW  
INFO

## Clear, Compelling, & Professional

The definitions of clear, compelling & professional are listed below. But when we refer to these words as descriptors for a presentation or speech, what are the things we are looking for. Work with a small group to fill in the table on the following page with your ideas.

**Clear:** easy to perceive, understand, or interpret

**Compelling:** evoking interest, attention, or admiration in a powerfully irresistible way

**Professional:** having or showing the skill appropriate to a professional person; competent or skillful

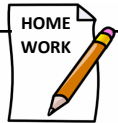
Describe what a presentation or speech sounds and looks like if it is...

...Clear	
...Compelling	
...Professional	



### Mock Extemporaneous Speeches

1. Think of a topic you enjoy... Something you are passionate about, have fun doing or talking about, and/or know a great deal about. Write it down on the front of a notecard.
  
2. Now think of THREE big ideas or concepts about that topic that you would want to explain or discuss with someone who does not know much about your topic, but is interested and wants to learn more. Write these down on the back of the notecard.
  
3. Take one moment to mentally gather your thoughts about this topic. You will be making a one minute extemporaneous “speech” about it (to an audience of one, so no pressure!) And extemporaneous speech is one that is not prepared or rehearsed ahead of time, but remember that you have your big ideas already organized on your notecard!
  
4. You will be randomly paired with three partners. In the first round you will present to partner #1 for one minute, then partner #1 will present to you for one minute. Then you will repeat this with partners #2 and #3.
  
5. After each round you will have one minute to write a brief piece of positive and constructive feedback. (Each person should carry around a piece of looseleaf paper for this purpose). Try to make your feedback as specific and useful as possible. For example, saying “Try to make more eye contact” is not as helpful as saying, “You looked up at the end, but make sure you try to add a bit more eye contact in the beginning and middle.”



## Critique a TED Talk

1. Visit TED.com or TEDMED.com.
  
2. Find a talk about a topic that interests you. It could be related to something you already love or a topic that just sounds new and fascinating. The talks range from just a 3 minutes (the snack-sized talks) to 14-18 minutes for the normal length ones. You may choose one of any length.
  
3. Watch the TED talk, taking notes in the graphic organizer below.

### What specific factors made the presentation...

...Clear

...Compelling?

...Professional?

Positive Feedback:

Constructive Feedback: