



O _____

- _____
- Topic/Content
- _____ or Goal of the presentation
- Format, Flow, Media (PowerPoint, Handouts, etc.)
- _____: The presentation should not be the first time you verbalize it.

A _____

- Words __%, Voice __%, Non-verbal's __% and their impact on effective communication.
- Try your best to relax and breathe before you get started.
- Use _____ and _____ to make a connection with the audience.
- Frame or set-up the presentation.
- _____ (count noses) and answering questions (miner's cap)
- Be mindful of the _____. (Um, So, You guys, Like, etc.)
- Ask questions throughout to engage the audience.

R _____

- Gives the audience the best chances to _____ the content and _____ it through questions.
- If you use up all your time in 'Articulation' you won't have any left for 'Reflection'.
- Key _____ or _____
- Time for Q&A
- Did you accomplish your objective or goal?
- Any _____ required?

Remember...Rowing too slow gets you nowhere and is boring for the riders, Rowing too fast also gets you nowhere and tires you out, but Rowing with smooth and rhythmic motion seems effortless while getting you somewhere.