Presentation Skills

Presentation Skills



Professor Stanworth https://stanworth.site/

Name: <u>Ivy</u> ID number: <u>\$1363029</u> Presentation Skills

Professor Stanworth Exercise

CLASS 4 – GREETING AND KNOWING THE AUDIENCE

Introductions.

	Complete the introduction structure for your last presentation. Use the structure I have introduced in the video. and my team members are
	have introduced in the video. and my coath include is and
	Good morning everyone, my name is Ivy. And todat me and my team are going to
	<u>talk about the company called GoShare that make our life m<mark>are convenient</mark>. The</u>
_	objective of this presentation is to give all of you know how loes it work in Taiwan
	and also how you can use it. Before the presentation begin, please turning your
	mobile phones off and focusing on us . Our presentation will ast approximately 10
v	minutes .This presentation is structured into four sections After Section 4, you will
Ī	have the opportunity to ask questions.
	my team and I
	No) (note order)

The objective of this presentation is to explain how GoShare works.

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Bring point on questions to the rules

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Take a little time to greet your audience. Use this time to:

- Introduce your topic
- Get to know a few people then you have some friendly faces in your audience
- Let them know if there are handouts or other information
- Understand any questions or ideas they may have about your topic (this can help at question time)

Here is some basic sentences patterns to get you started

Introduction Sentences

- Good afternoon. My name is Jack Wang. I'm the sales manager for SDI's International division.
- Let me introduce myself. Here is my business card. That's my company there.
- I don't think we have been introduced yet. What do you do? Where are you currently working?
- I'm sorry; I don't remember you name... Could you tell me you name again?

Presentation Skills DIAGNOSING	YOUR AUDIENCE	Professor Si				
Senior						
Generalist	Key points Avoid specialist vocabulary Explain assumptions	Key points Ready with detail The A-B rule Check the facts	Specialist e	t		
	Avoid detail Explain common terms Why do they need the knowledge?	More detail Stories and examples Explain your experience Funny stories				
	Jun	lior				
WHO IS YOUR POINTS HERE.		FILL UP SOM	E KEY			
	Senior					
What terms to explain? What ideas to explain? Any assumptions or complex ideas?		What are key points? What is A and what is B	2			
1. To anal	yze the future	↓1. Advantages of GoSha	re.	(已删除:		
development trend of GoShare.				已設定格式		
Generalist			Specialis	st		
	velopment history of	1. Experience and mayl story sharing from peo have ever ridden GoSh	<u>ple who</u>	(已删除: (已删除:		
What deta	il do they need to know?	What experiences do you want to talk about? What good stories to share?				
Good direction.						
Keep developing this thinking						