



CENTRAL AND EASTERN EUROPEAN CHAMBER OF COMMERCE IN VIETNAM

Staff Communications

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The keys to success in giving a presentation

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 Future.Travel

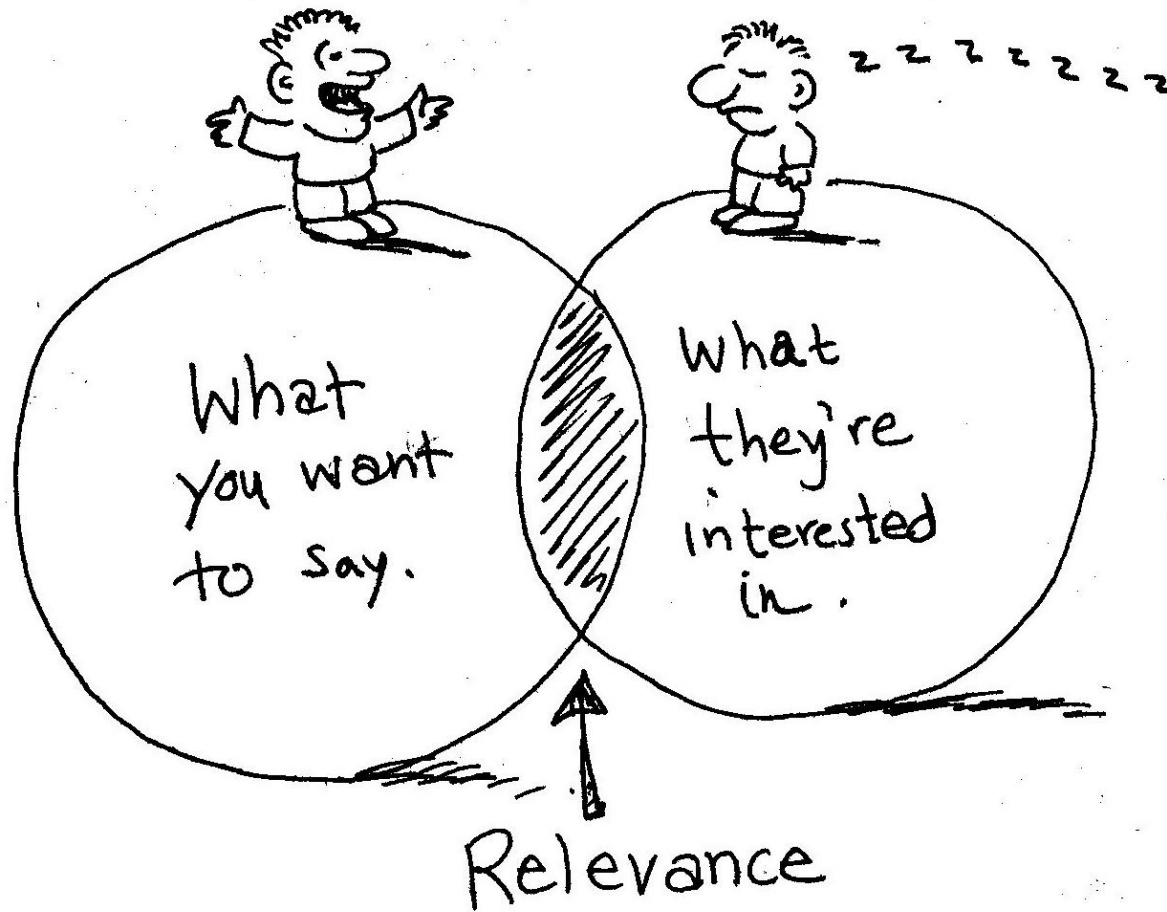
5 simple things to keep your presentations memorable

1. Performance Anxiety
2. Relevance
3. Size and length matters
4. Getting the full effect
5. Changing rhythm to enhance outcomes

1. Get over the stage fright

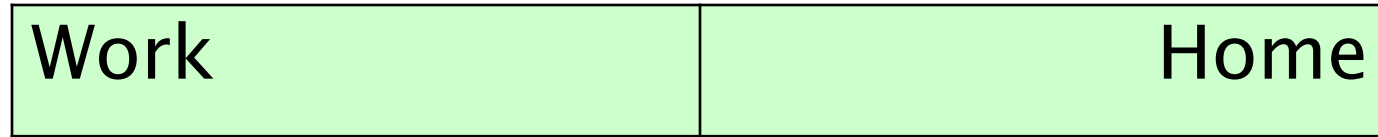


2. Make points that are relevant to the topic and audience

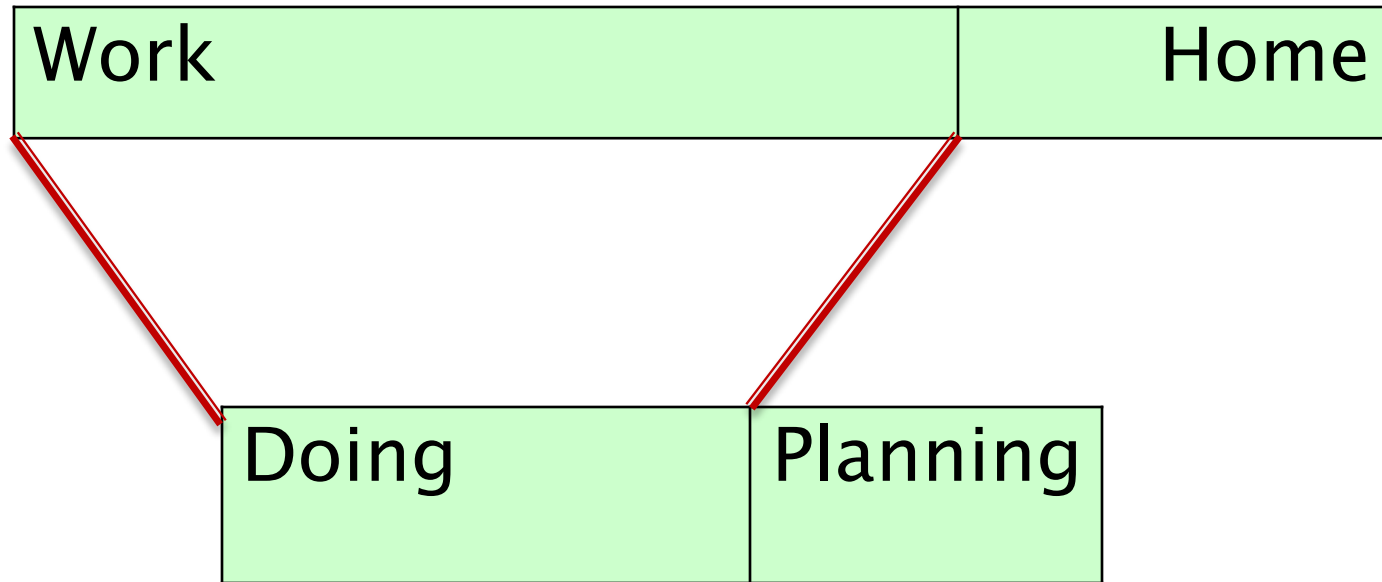


TIME

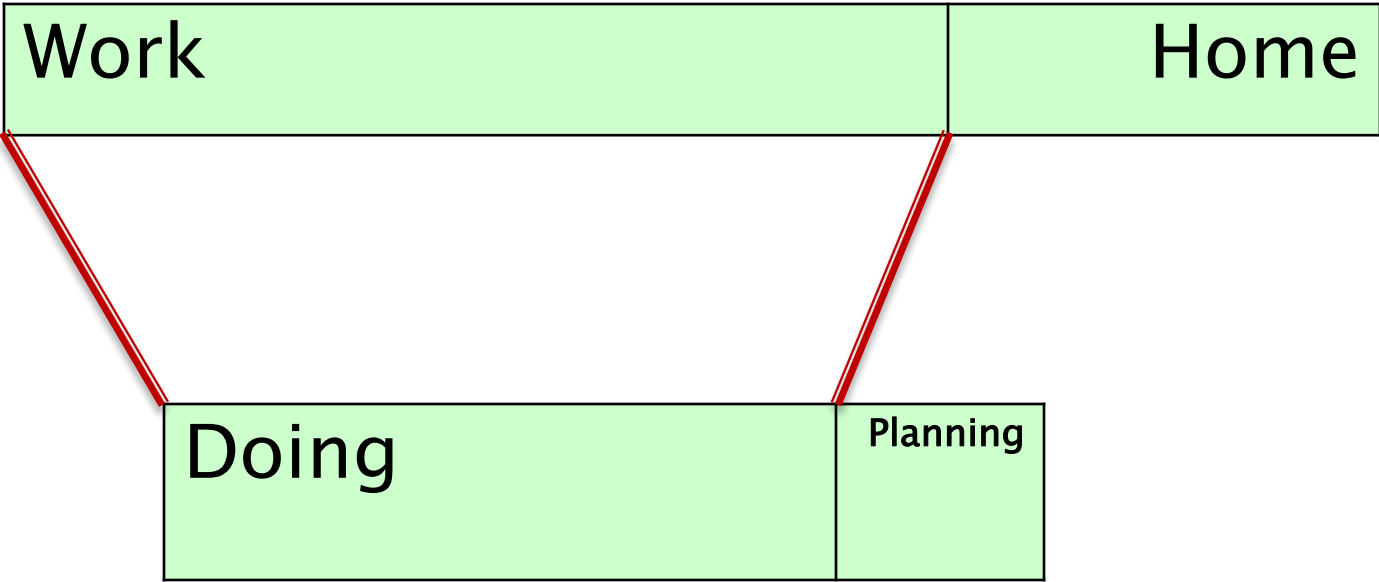
TIME



TIME



TIME



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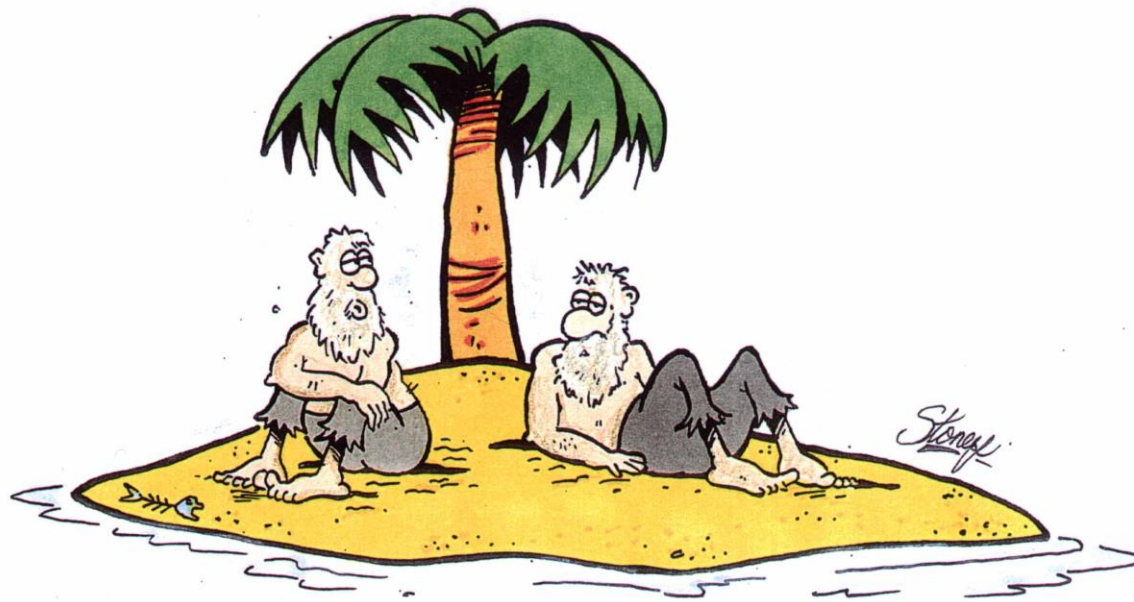
3. Size and length matters

TIME

96

Doing	28	Planning
		14

4. Get people involved in the process



"I'M SORRY, WERE YOU TALKING TO ME?"

5. *Change the rhythm / screen / focus*



WITH AN ATTENTION SPAN
OF FIVE MINUTES,
THE AVERAGE AUDIENCE
IS GOING TO
TUNE OUT 84%
OF YOUR 30-MINUTE SPEECH

- SEAN O'BRIEN, FORTUNE.COM

What was that again?

1. Performance Anxiety – *Stage Fright ~ Yawn!*
2. Relevance – *What's in it for me? WIFM*
3. Size and length matters – *Fonts and Timing*
4. Getting the full effect – *People Involved*
5. Changing rhythm to enhance outcomes
 - *Know that your audience has a limited attention span*



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