



EFS 691

Oral Presentation

Week 10 Notes

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Phil Hubbard



Outline

- Course review
- Future options
- Introduction to extemporaneous/
impromptu speaking



Course Review

- Presentation basics
- Using models
- Pronunciation
- The 6 Ps of presentations
- Using visual aids
- Persuasive presentations
- Problem presenters
- Responding to questions



Presentation basics

- Clear topic, audience, and purpose
- Structure
 - Introduction
 - Body
 - Conclusion
- Comprehensible, engaging speech
- Complementary visual support
- Impression of interest and confidence



Ten Simple Rules for Good Presentations

- Paper by Phil Bourne:
<http://www.ploscompbiol.org/article/info:doi/10.1371/journal.pcbi.0030077>
- Video presentation by Bourne:
<http://www.scivee.tv/node/2903>
- Discuss: which are the most important for *you*?



Pronunciation basics 1

- Basic sounds (phonemes): consonants and vowels
<http://www.uiowa.edu/~acadtech/phonetics/#>
- Syllables and consonant clusters: consonants attached to a single vowel producing a unit, e.g., strengths
- Stress: prominence to syllables in words & phrases www.englishclub.com/pronunciation/word-stress.htm



Pronunciation basics 2

- Rhythm: English, a stress-timed language
<http://languageinstinct.blogspot.com/2006/10/stress-timed-rhythm-of-english.html>
- Intonation: changes in pitch across a phrase www.americanaccent.com/intonation.html



Pronunciation basics 3

- Linking: connecting the end of one word to the beginning of another
www.englishclub.com/pronunciation/linking.htm
- Reduced forms: deleting, changing, or combining sounds in connected speech
www3.telus.net/linguisticsissues/ReducedForms.html
- Two “uh’s” to get rid of
 - The connective uh: the first time, the next slide, the most/least important point
 - The filler uh – try silence instead



Using models

- Sources: <http://ecorner.stanford.edu> and www.ted.com
- Look for presentation styles you admire *and* that fit your personality
- Look to different speakers for different aspects of your speaking
- Look for examples of effective talks similar to ones you will give.



The Six P's of Presentations

- Preparation
- Practice
- Posture
- Projection
- Pronunciation
- Performance



The Six P's of Presentations

Performance

1. Eye contact
2. Gesture
3. Enthusiasm and desire to communicate
4. Facial expression
5. Fluency
6. Pacing and pausing



Using Visual Aids

- Focus attention
- Make points clearer
- Aid listener's memories
- Increase impact without distracting



Types of Visual Aids

- Whiteboard
- Realia
- Handouts
- Transparencies/projected pages
- PowerPoint and other presentation software



Persuasive Presentations

- Persuasion: defending a position
- Outline
 - Introduce your position
 - Give 2-4 arguments in support of it (note that one or more may be a counter to an argument against it)
 - Each argument should begin with a generalization, followed by an expansion or explanation



Problem Presenters

- Mumblers
- Stumblers
- Hiders
- Readers
- Droners
- Racers



Problem Presenters

- Reciters
- Corpses
- Dancers/Swayers
- Flailers
- Spotlighters
- Wingers



Question review

- A clear question
- An unclear question
- An unanswerable question
- A complex question
- A big question
- An irrelevant question
- A friendly comment
- An unfriendly comment



Conclusion

- Need for a plan to change
 - Pronunciation, especially rhythm, intonation, and linking
 - Persistent grammar errors
- Awareness of your weaknesses
- Awareness of your strengths
- Remember: projecting confidence inspires confidence



Options for the future

- Self study
- [Center for Teaching and Learning](#)
- [Engineering 103](#)
- [EFS 690C, 691, 692, 695B](#)
- [Toastmasters](#)



Extemporaneous speaking

- Speaking with little preparation
- <http://www.youtube.com/watch?v=Zn6yKoj5CRA>
- <http://www.youtube.com/watch?v=v3gs5nYu-4o>
- <http://www.youtube.com/watch?v=DqEOhaHn6Z4>



Extemporaneous speaking

1. Decide immediately what your position is
2. Try to come up with 2-4 brief arguments to support your position
3. Begin by restating or paraphrasing the question
4. Then, briefly present your position
5. Provide your supporting points, using discourse markers like first/second/finally
6. (Optional) offer a summary/conclusion