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Presenting in English

Week 3 Notes

January 26, 2010

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Outline

- Warmup
- Practice presentations
- Toastmasters video, Part 2
- English sounds - handout
- Third assignment
- Questions



Warmup

- Importance of eye contact
- Connecting to the audience
- Tom Kelley, IDEO,
<http://ecorner.stanford.edu/authorMaterialInfo.html?mid=2105>



Practice presentations

- Groups for tonight
- Peer review forms
- Tell people what you're trying to do better (enunciate, not look nervous, speak more slowly, speak more quickly, give clear examples...)



Practice presentations

- Timing
 - 3 minutes speaking (maximum) +
 - 1 minute questions (last speaker must ask a question)
 - 1 minute peer review form (make notes during talk)
 - 0.5 minute transition



Presentation Video

- *Be Prepared to Speak:*
 - Step-by step overview of the process of preparing a major presentation
 - Outline of video available at <http://www.d63toastmasters.com/forms/15-BPTToSpkVideoOutline.pdf>



Homework

- Review class notes & feedback
- Prepare a 3-minute talk describing a graph, chart or table (e.g., <http://images.google.com>) or summarizing an article (e.g., essays at www.npr.org/templates/story/story.php?storyId=4538138) ([handout](#))
- Questions?