Welcome to Presentation skills for video







Think back to a time you've seen a good presentation, what made it interesting to listen or watch?



Take 2 minutes and write your answer in the chat box



A successful presentation comes from preparation

Set the scene Prepare Presentation









- Plan Content, Stories and time
- Practice Know your main points and practice out loud
- Prompts Auto cue, notes, post it's or Power Point presentation
- Mindset Your audience are here to listen to you for a reason
- Materials Powerpoints, videos, props



What can be distracting during a presentation? For the viewer and for the presenter.



Take 2 minutes and write your thoughts in the chat box



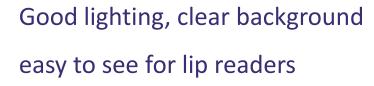


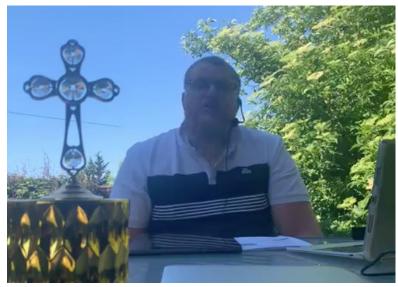




Accessibility







Underexposed, unclear for lip readers



Busy background, harder to focus









Environment

Go into the room to look and listen for potential distractions.



Traffic noise



Buzzing fridge or ticking clock



Flickering lights



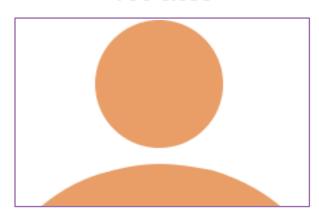




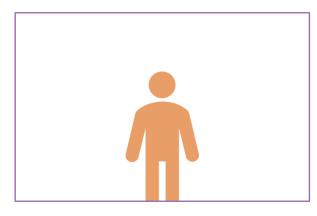


Framing

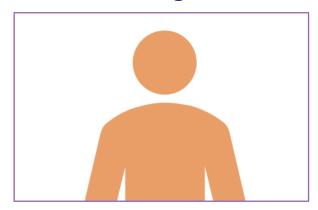
Too close



Too far



Just right



- Stand close enough to see your face and expression, but not too close as to fill the screen
- Use three fingers to measure the distance to the top of the frame from your head

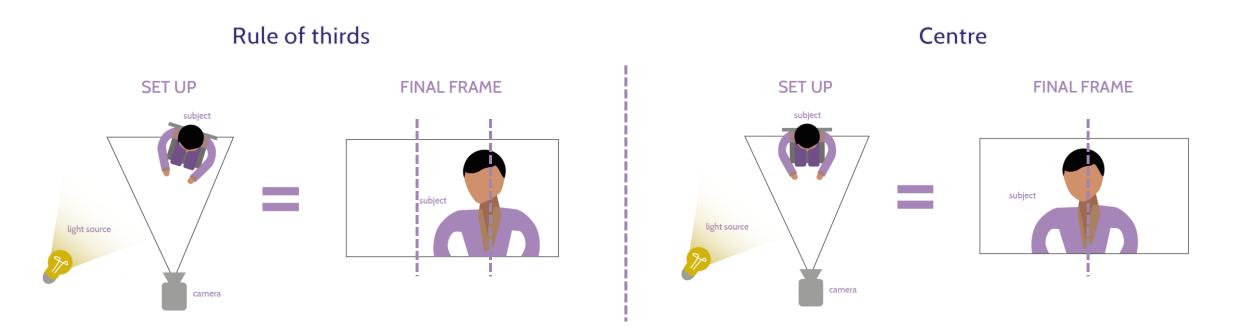








Framing + lighting





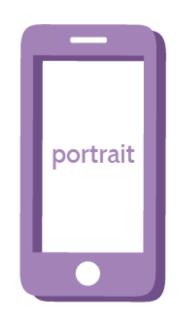
A window can make a good light source
Use a pile of books or boxes to make a tripod
Camera height at eye level – not looking up your nose!





Portrait or landscape?

Portrait for sharing on Facebook, Instagram and Twitter





Landscape for YouTube, websites or Zoom







Presenting tips



- Welcome Say hello and welcome attendees
- Expression Smile, be expressive and use your hands
- Voice Speak clearly, slowly, changing your tone to match your words
- Pause If you need to pause, take a breath or take a sip of water while gathering your thoughts
- Audience Who are you speaking to? All online or hybrid? Remember to speak to them all!
- Stories Engage your audience by making your presentation more relatable
- Be human Brush off mistakes, use humour if appropriate
- Engage Invite audience participation so that it's not a passive experience









Prepare yourself

Set the scene

Present!









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