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

- Prepare
- Set the scene
- Presentation
Prepare

• 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
Set the scene

Accessibility

Good lighting, clear background
easy to see for lip readers

Underexposed, unclear for
lip readers

Busy background, harder to focus
Set the scene

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

Environment

- Traffic noise
- Buzzing fridge or ticking clock
- Flickering lights
Set the scene

Framing

- 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
Set the scene

Framing + lighting

Rule of thirds

Center

- 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!
Set the scene

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!