

## Peer Power Presentation Tips

- 1. Do your homework!** Know your topic deeply and thoroughly. You should be able to give a good presentation even if all of the technology fails. Remember, **YOU** are the storyteller and **the story resides in YOU**, not the technology!
2. Contact the school or community where you will be presenting early to introduce yourself and the presentation. Stay in contact with your host often prior to your presentation date and time.
3. Be very clear as to what date and time you will be presenting on. Also be very clear about the title, content, length of time and age that the presentation is appropriate for.
4. Give the presentation host an outline as to what content will be covered. Also, make sure that you are clear as to what equipment you need and what equipment the host school may already have so that there are no last minute surprises or misunderstandings.
5. Have a back-up plan. Bring a second copy of the presentation. Ask if the host has a second laptop computer with a current version of PowerPoint (2003) on it just in case. (Remember Murphy's Law!)
6. Find out as much as you can about your audience before you give your presentation.
7. Focus on what your audience wants and needs to hear -- not simply on what you want to tell them.
8. As you practice, be very conscious of the length of time you are expected to speak.
9. Remember the overall theme for the presentation, and make sure you keep to that theme throughout the presentation.
10. Do not go to a presentation alone, have a supporting adult go with you for help, safety and support.
11. Hand out a presenter evaluation form to some students, the teachers, principal etc. and collect these after your presentation, this will help you learn and improve your presentation for next time.
12. Use conversational language. Remember the spoken word is different from the written word.
13. Get the audience's attention with a strong opening, perhaps a personal story or anecdote to help the audience relate to and connect with you. The more you can customize your opening for that particular audience, the better.
14. Mention something unique about your knowledge or approach to the issue of bullying to establish credibility. This will be very important when youth are presenting to adults (address the "Credibility Gap").
15. Avoid slang. People will respect you more if you are articulate, it shows you respect your audience.
16. Use the closing to emphasize key points in a commanding way.
17. Don't read your presentation! **Practice** your presentation until you are so familiar with it that the words flow comfortably. Don't worry if you say it slightly differently every time you practice; the important thing is to get your message across in clear, direct language.
18. Feel free to use a few note cards. Write down a few key words or phrases that keep you on track. Don't write out your entire presentation unless you need it for a formal record.
19. As you give your speech, **make eye contact with audience members as much as possible**. Speak to each person "individually." Always face your audience and try to never turn your back on them!
20. Phone the presentation host within three days of your presentation to thank the host for having you come and present to their school or community group.

