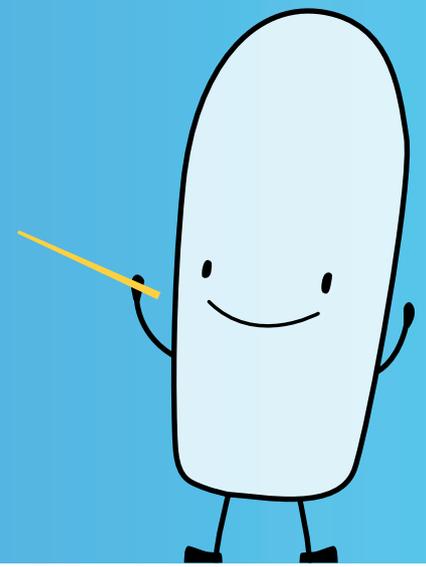


# 5 Ways To Own Your Next Presentation

When putting together your next presentation, keep these simple steps in mind.



## 1. Don't overload the presentation

If you have a lot of information to share, put all the boring stuff in an email (e.g. flowcharts, graphs) and send it out before the presentation. That gives people time to process it.

Keep your slides simple – tell your story with just a few sentences, doodles or pictures.

## 2. Know your audience

Understanding who you're talking to is key to crafting your story. Ask yourself these questions:

- Who will be there?
- What do you know about them?
- What do they want to learn?
- What do you want them to get out of the presentation?

## 3. Never trust an expert

It's your story, so tell it the way you want to. Don't copy some 'professional' who thinks they know it all. They'll just make you feel insecure and bombard you with largely useless information.

Just trust your gut.

## 4. Bring yourself and no one else

Being yourself is much more powerful than trying to be overly confident. Don't try to change the way you talk or act just because you see others do it

Whatever quirks you have will stand out and resonate with the audience. No one is there to see how you can walk across a room, gesture with your hands or project your voice.

They're there to listen to you.

## 5. Embrace the nerves

The nerves show you care – don't let them prevent you from doing what you want.

Showing that you're a bit uncomfortable is okay. Your audience will know how important the topic is to you and that's more powerful than trying to breeze through it.