# What Makes a Good Presentation by Paul Rice, Dr Jo Cormac and Sue Marchant [Video Transcript]

This video considers what makes a good presentation. The ability to present well is an essential skill in higher education and other situations, such as job interviews.

Do you think the following example is a good presentation?

Sorry I’m late… parking’s an absolute nightmare. Right, let’s go. Okay, so today we’re going to look at… err… what are we doing today? Erm… ‘Giving a Presentation’. Okay then. So… there’s three parts to your presentation, you prepare, you practise, then you need to give your presentation.

Then, err… how much do they know about the subject, well obviously you don’t know anything about the subject at all because… is that a red car out there? Um, that’s why, um, I’m here talking to you guys. You need to...introduce yourself… um, I’m Paul. Um… Check that they can all see and hear you, um…, I dunno it’s a bit noisy in here I’m not sure if everyone is okay with that.

Um… Where are we? Sorry, um... I’m ever so sorry, I’ve lost my point here, um...um...um... we’ve got some clips if I just do this here. Oh, sorry I had a really interesting video, I’m ever so sorry with that one, um… it’s failed, I’ll play it to you next time.

You’ll need to practise your presentation, get this fluent as…, um…, I’m doing it for you today. Um…, this point in particular is really interesting I think you should pay attention to that one there definitely.

Um…, so I can actually walk up and down as I’m talking to you if I wanted to. Um… Probably best not to turn your back on them though. Um…, hands in your pockets is probably not a good idea either. Try and pace up and down… no! Don’t try and pace up and down because they might think your actually… you’re not actually talking to people either. Um…, that’s how you give a presentation. Thank you very much.

While this presentation was amusing, it was not very good. Let’s consider what makes a good presentation:

The material should be focused, do not swamp the audience with everything you know. Give key examples, try to **pronounce** key terms, and make sure and prepare all technical equipment beforehand.

Things to think about are: Good time management, practice your talk several times going slowly and timing yourself. If too long, edit it down. Start by introducing yourself, and the topic area. Finish by summarising the main points and thanking the audience for listening. Your points should follow in a logical, sequential flow. Use the terminology to explore the material at the correct level.

The content of the presentation should identify the current, contemporary issues in your topic area, to provide evidence from many sources and at each point to reference where this evidence has come from.

The personal qualities you will need is a clear and precise presenting style, when we are nervous we speed up – smile, relax and enjoy.

Thank you for listening.