# Presenter Tips and Tricks

1. **Tell a story.** The best presentations are often good stories instead of just a bunch of facts or portfolio pieces strung together. Take the audience on a journey (albeit a short one) that has an intro, development, and conclusion. Think about how your story will combine with the images you've chosen to solidify your message and give the audience a rich experience. Be sure to share with the audience why your presentation topic is important to you and why they should care about it too.

2. **Decide what is most the important thing you want your audience remember.** If the audience could remember just one thing from your presentation, what would you want that to be? Once you figure that out, your talking points and images will revolve around that theme.

3. **Use powerful, relevant images.** The images you choose should reinforce your ideas. Make sure your images are high quality and that you have permission to use them.

4. **Don't cram too much into your presentation.** Even though Pecha Kucha/20x20 presentations are always exactly 6 minutes and 40 seconds (20 images, 20 seconds each), presenters often try to cram too much information into that short window and then have to talk rapidly to fit everything in. Less is more. Carefully edit out anything that isn't vital to some aspect of your piece. Keep your presentation simple, limited to a single theme/topic, and tell us a story. You can always sign up to do another 20x20 if your extra material can be fashioned into another fabulous presentation.

5. **Practice? Practice. Practice!** The best way to stave off nerves and build confidence for speaking in front of a group is to practice your presentation several times. I encourage speakers to practice short pieces like this at least 10 times. Having many rehearsals under your belt will allow you to be comfortable and have fun during your presentation!

How to time your slides in PowerPoint:

1. Build all slides first (insert pictures, put them in order, etc.)
2. Figure out how long you want each slide to be (which format are your following?)
3. Click the **Transitions** tab at the top
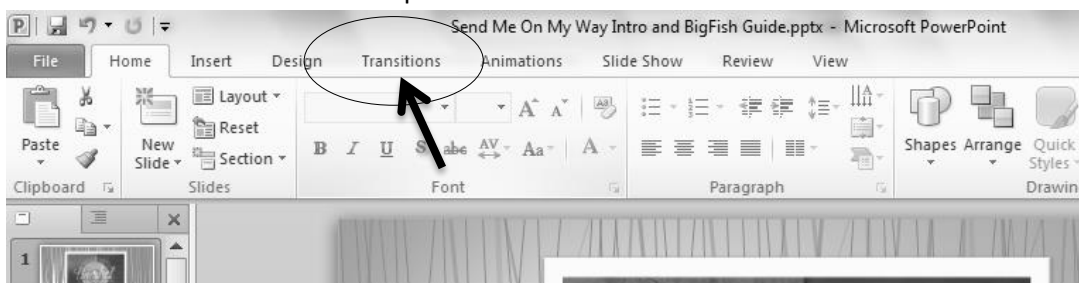
4. On the far right, you will notice some timing options. **Unselect** the check box next to "Mouse Click" and **check** the box next to "After:_ _ _"