

UHB2422
ADVANCED ENGLISH FOR ACADEMIC WRITING

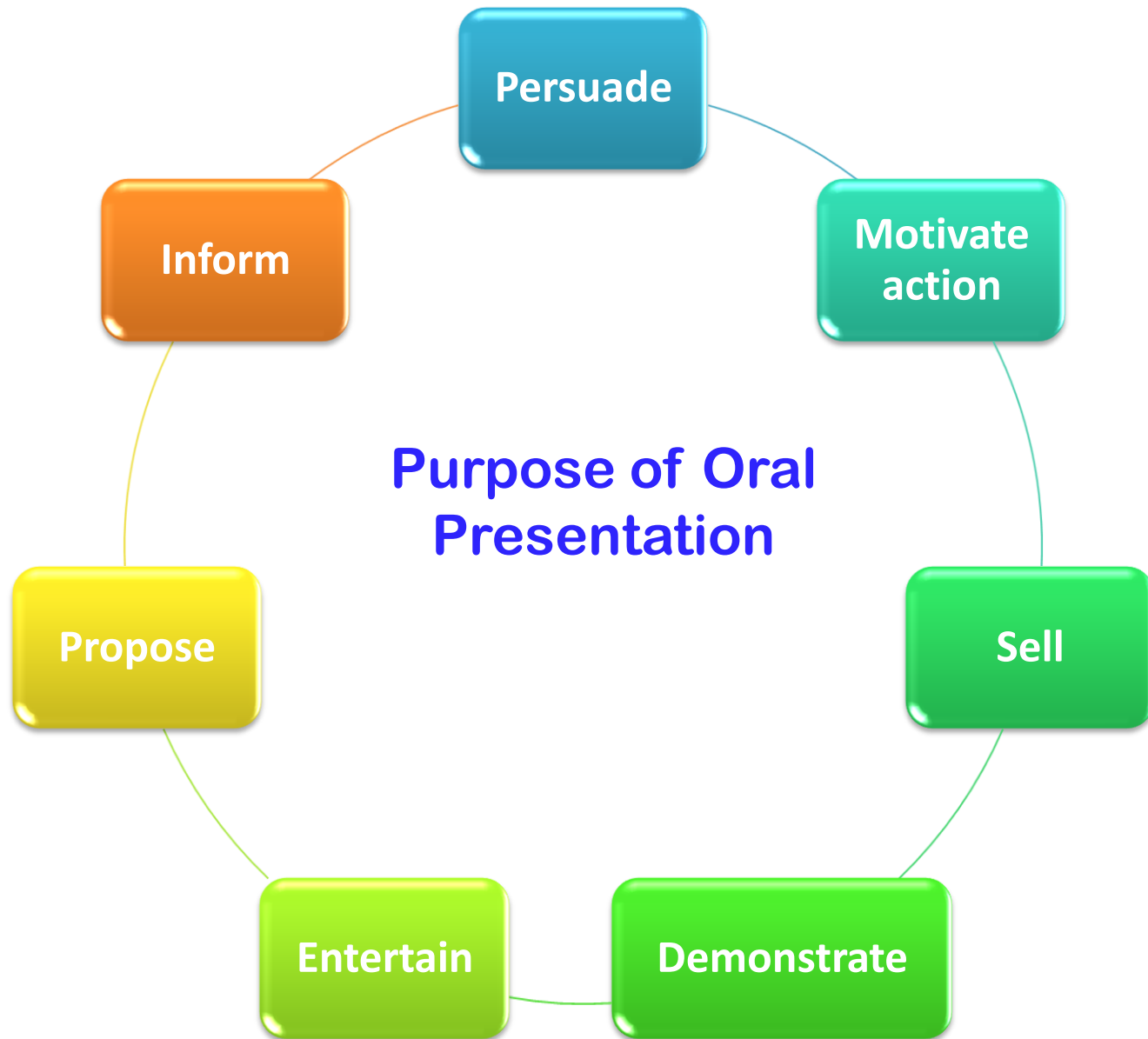
ORAL PRESENTATION

NUR-AL HUDA HASHIM



Oral presentation

... speaking formally or informally to a group of strangers or friends and acquaintances



Manuscript

Impromptu

**TYPES OF ORAL
PRESENTATION**

Memorized

Extemporaneous

Manuscript-- the message is written in full and will be read aloud to the audience

Impromptu-- little or no planning before the presentation

Memorised-- writing the completed content and memorizing it in advanced

Extemporaneous--careful preparation of content using an outline, note cards and visual aids and practice

Preparing for Oral Presentation

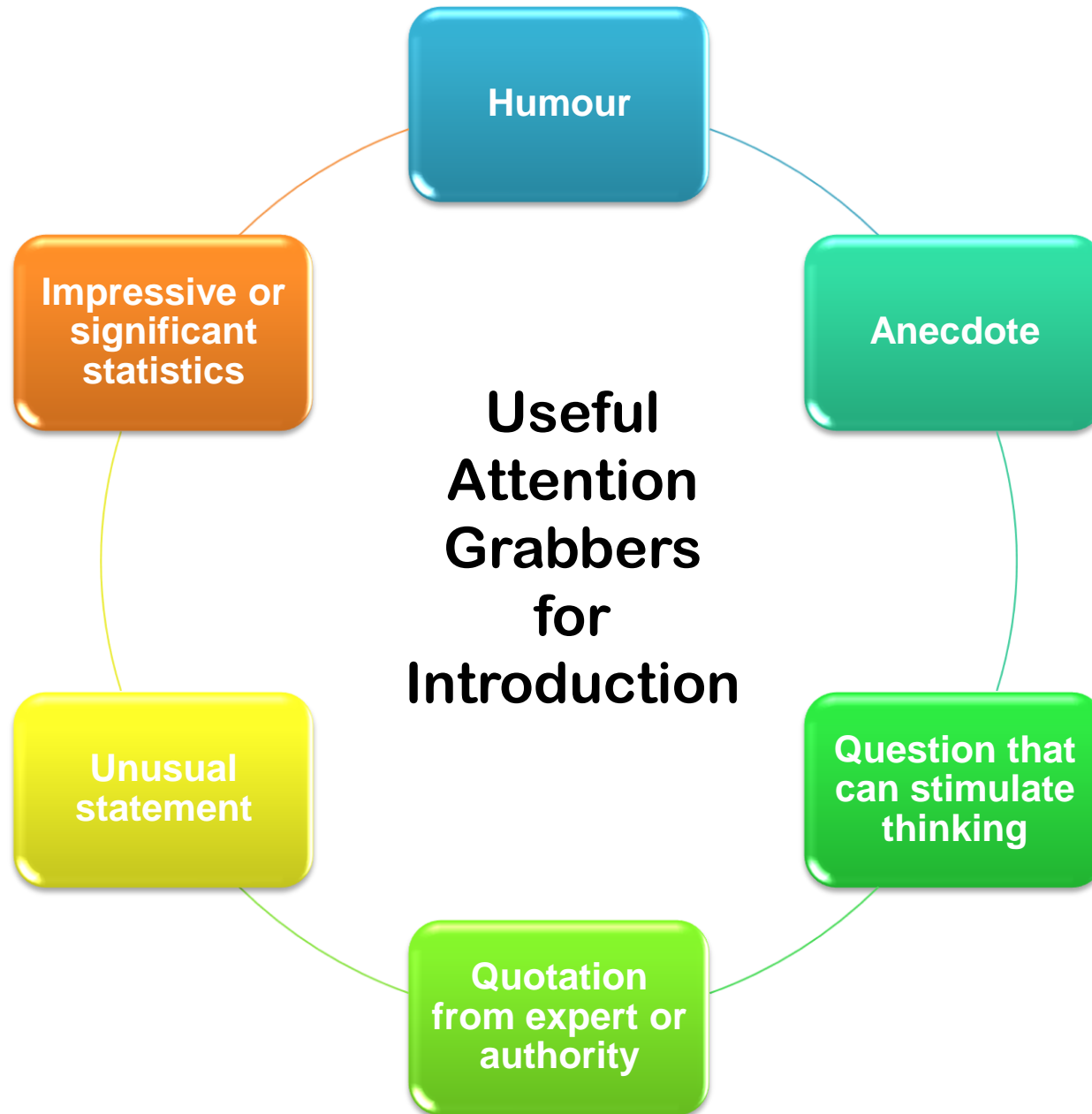


Outline of Oral Presentation



Steps in Introduction





What to include in Body

back up all the claims made at the start

clarify message

develop arguments

connect all points

use visual aids to clarify difficult points



Purpose of Closing



Signal
ending

Summarise

Conclude



Tips for Using Visual Aids



Ways to Use Visual Aids

Introduce Visual

**Check with
Audience**

**Relate to Meaning
of Visual**

Focus Attention

