

16. ENJOY THE EXPERIENCE

The secret of being an excellent speaker is to enjoy the experience of speaking – try to enjoy the experience!

17. WELCOME QUESTIONS FROM YOUR AUDIENCE

When members of your audience ask you a question, it is usually because they have a genuine interest in what you are saying and want to know more. Treat questions as an opportunity to get your message across better.

18. FINISH STRONGLY

When you are ready to finish your presentation, slow down, and lower your voice. Look at the audience and deliver your final words slowly and clearly. Pause, let your words hang in the air a moment longer, smile, say *Thank you* and then sit down.

**Presenter's Self-Analysis**

1. What do you consider to be your *strongest strength*, as a presenter?  
When you are presenting *most effectively* – what do you think is working hardest for you?

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2. What is the **weakness** that you consciously try to block out or eliminate?

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3. What would you like your audience to say about you **after** you have made your presentation? How do you want to be perceived?

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