

Match the examples of the language to the functions.

Good morning/afternoon distinguished lecturers and classmates

Express special acknowledgements if appropriate

I'd especially like to welcome...
I'd like to thank...

Signal the question/ discussion session

There will be time for questions and discussion at the end of my talk.
If you have questions, please feel free to interrupt.

Sum up the body of the talk and remind listeners of the topic

This presentation will cover mainly...
I am going to show that...

Bring in the final point

The first point I would like to address is...
Let me first raise...

Begin the body of the talk

Finally, we need to look at...

Explain the topic area and purpose

To summarise...
To review, we have found that...
What I have been saying is that...

Greet the audience

Thank you for your time and attention today.

Signal the end of your talk

I'd now like to open the floor for questions and discussion.

Signal question/discussion opportunity

Source: <https://www.uts.edu.au/current-students/support/helps/self-help-resources/presentation-skills/structure-presentation>