PRESENTING

Talk low, talk slow and don't say too much.

John Wayne, Hollywood film star

A

What does it take to be a good presenter? **Match** the terms below.

To be a good presenter, you need...

a well-structured...	humor
thorough subject...	talk
a smart and professional...	contact
a good sense of...	appearance
good eye...	knowledge
an enthusiastic...	preparation
a strong...	language
a creative use of...	attitude
expressive body...	voice
careful...	visuals

B

The following expressions help you to give a clear structure to a presentation. Complete them using the correct preposition.

TO	ON	OFF	OF
FOR	BACK	ABOUT	UP

1. To start _____, then, ...
2. To move _____ to my next point,...
3. To go _____ to what I was saying,...
4. To turn now _____ a different matter, ...
5. To say a bit more _____ that,...
6. To give you an example _____ what I mean,...
7. To digress _____ a moment,...
8. To sum _____, then,...

LIVEWORKSHEETS