

Answer the following multiple-choice and short-answer questions about presentation structure.

1. Which phrase is used to start a presentation?

- a) In conclusion
- b) First, let's look at...
- c) Today I'm going to talk about...

2. "Another point is..." belongs to:

- a) Introduction
- b) Body
- c) Conclusion

3. What does "To sum up" usually indicate?

- a) The end of a presentation
- b) The middle of a speech
- c) A new idea