

HOW TO PREPARE A PRESENTATION

Join the correct sentences so that they make sense:

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|---|---|
| 1.I think very carefully about | a. body |
| 2.I think what should be the start and the main | b.the audience |
| 3.If you don't know who your audience is | c.points |
| 4.The first part of your planning is to identify your key | d.mirror |
| 5.You need to think what your audience needs to | e.know |
| 6.I always rehearse in front of the | f.nerves |
| 7.Practise your presentation at least | g.two or three times |
| 8.It's difficult to deal with | h. you may give the
wrong presentation |