Use this handout to guide your presentation. Check off the signposts you use(d) in your presentation

You do not need to use all of the signposts in your presentation.

Try to use at **least 5 – 6 of the signposts**. You can record yourself making the presentation. Use Vocaroo to record yourself: https://vocaroo.com/ Then, listen and use a * to tick off the items you heard yourself say in your presentation.

To introduce the topic and tell the audience what to expect

- The topic of my presentation is...
- Today I'd like to talk about...
- My presentation is about...

To tell the audience how the presentation is organized

- I've organized my presentation in three parts. In the first part, I'd like to talk about...
- Then I plan to show...
- And finally, I will...

To move from one point to another

- Next I'd like to talk about...
- And now for my next point...

To emphasize a point

- I want to stress that...
- It's important that...

To signal that you are nearing the end of your presentation

- And for my last point...
- And finally...

Summarize the key points of your presentation

- To sum up...
- To summarize what I've said...

Learn more

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  presentatic
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  as: *body la*

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