Read this extract from some advice on giving presentations. Complete the extract using the verbs in the box in the present simple or imperative.

be	not forget	help	not like	make	need	start	suggest	not tell	think	try	~~warm up~~

Before your presentation, **1** ....warm up.... your brain. Our brain, like our muscles, **2** ..... warming up to help it work. Before presentations, I often **3** ..... of numbers between one and ten and then **4** ..... to remember a professional athlete who wore each number.

A good beginning **5** ..... relax the audience, so **6** ..... by thanking your audience for coming. Then **7** ..... a nice comment about the town or area, but **8** ..... careful: audiences **9** ..... listening to this for too long.

Many people **10** ..... you start with a joke, but **11** ..... that humour can be difficult. **12** ..... any jokes that could offend people.

LIVEWORKSHEETS