Oral Presentation

**What is oral presentation? Oral presentation:**

* takes place in tutorials or seminars
* is a talk given to a group where views on an assigned issue or topic based on research are presented
* may also involve a written assignment or can lead to one
* may have specific requirements which are usually detailed in your course outline
* may be presented individually or as part of a group

**What does an oral presentation require?**

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* Detailed analysis of a topic
* A point of view in relation to that topic through research and brainstorming
* Presentation of the argument with clearly supported ideas and information

**Structure of the oral presentation**

* The ***introduction***which is the initial point of view developed in response to the topic (also called the ***thesis statement***)
* The ***body***which is the ***argument*** and ***evidence***presented to support this point of view
* The ***conclusion***which is a ***summary***of arguments and the restatement of the overall point of view.

**Points to consider**

Oral presentations involve preparation, practice and performance. Usually, the more you prepare and practice, the better the performance.

* Preparation time and effort will depend on the length of the oral presentation and grade allocation
* Your preparation should take as much time and work as you would spend on a written assignment
* You should avoid using "written" language in your "spoken" presentation. Written language is more formal and has features which make it better suited to reading. Spoken language is less formal and has its own features which make it easier to listen to.

**Useful references:**Huff, WAK 2008, *Public speaking: a concise overview for the twenty-first century*, Peter Lang, New York.  
Van Emden, J 2010, Presentation skills for students, Palgrave Macmillan, Hampshire, New York.