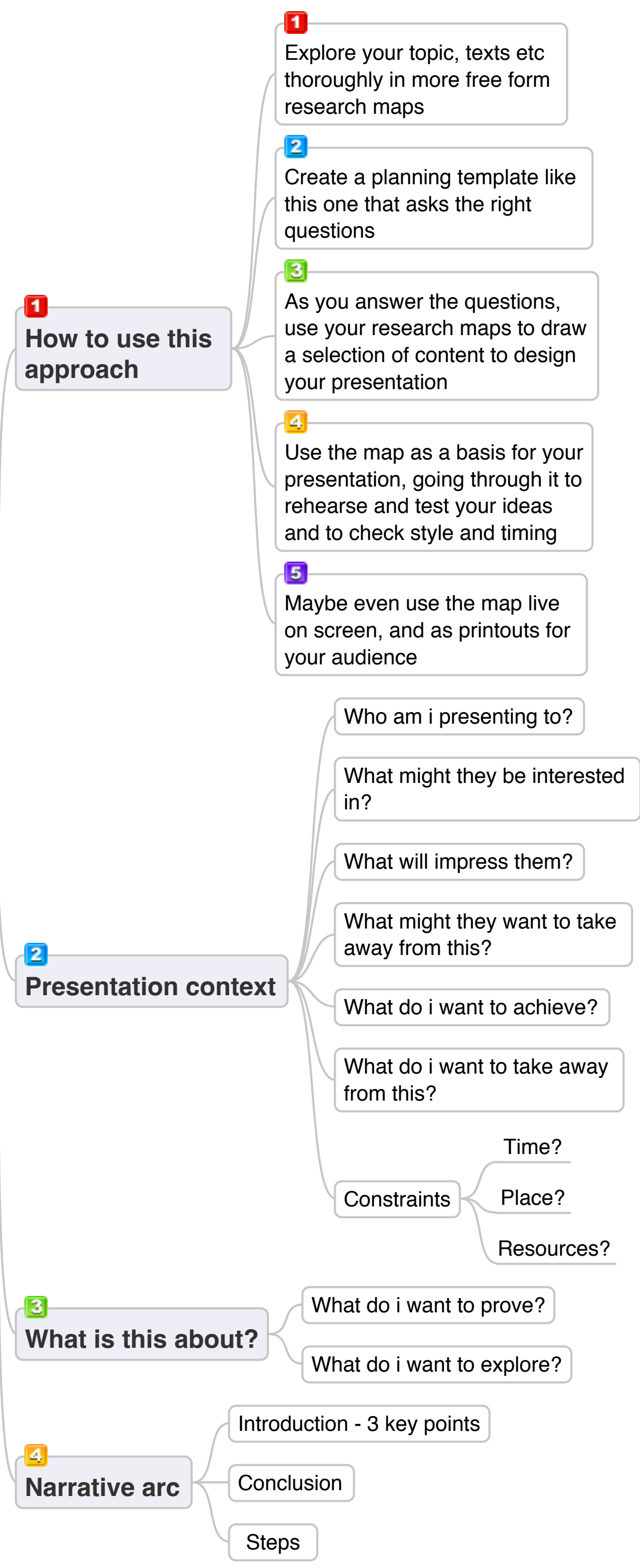


Presentation planning template (also use for writing document, poster...



1 How to use this approach

- 1 Explore your topic, texts etc thoroughly in more free form research maps
- 2 Create a planning template like this one that asks the right questions
- 3 As you answer the questions, use your research maps to draw a selection of content to design your presentation
- 4 Use the map as a basis for your presentation, going through it to rehearse and test your ideas and to check style and timing
- 5 Maybe even use the map live on screen, and as printouts for your audience

2 Presentation context

- Who am i presenting to?
- What might they be interested in?
- What will impress them?
- What might they want to take away from this?
- What do i want to achieve?
- What do i want to take away from this?
- Constraints
 - Time?
 - Place?
 - Resources?

3 What is this about?

- What do i want to prove?
- What do i want to explore?

4 Narrative arc

- Introduction - 3 key points
- Conclusion
- Steps