MATH-TO-INDUSTRY BOOT CAMP
Team Presentation Effectiveness
JUNE 21, 2017
## Agenda

1. Effective Presentations Overview
2. Feedback Framework
3. Presentations!
4. So What?

## Objectives

- Understand and practice effective presentations basics
- Practice giving and receiving feedback
Effective Presentations: The Process

WHY?
1. Define the ____________________

WHO?
2. Identify the ________________

WHAT?
3. Outline your __________ __________ __________

HOW?
4. Grab ________________
5. Clarify the “__________ ____________?”
On Your Own

In the space below, prepare a slide that represents...
Delivery: Some Best Practices

• Plant your feet. Don’t pace.
• Project. Fill the room with your voice.
• Commit. If you don’t believe you, we won’t.
• Stand if you can.
• Rehearse it. Out loud.
• Focus on transitions.
• Tell me. Don’t read to me.
# Feedback Framework

<table>
<thead>
<tr>
<th>Observation</th>
<th>Impact</th>
<th>Idea</th>
</tr>
</thead>
</table>
| - “When you...”  
- “I noticed...”  
- “I observed...”  | - “...resulted in...”  
- “...caused...”  
- “I interpreted that...”  
- “The impact was...”  | - “You might try...”  
- “I would appreciate if...”  
- “Have you thought of...”  |

### Tips
- Focuses on a behavior, not the person  
- Fact-based, not opinion-based  
- States the outcome of the behavior  
- Impact may be real or perceived  
- Help think of other solutions  
- Offer an effective alternative  
- Ask for something specific if needed

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**Examples**

- Focuses on a behavior, not the person  
- Fact-based, not opinion-based  
- States the outcome of the behavior  
- Impact may be real or perceived  
- Help think of other solutions  
- Offer an effective alternative  
- Ask for something specific if needed
Preparing Your Feedback

1. What did you observe? What behavior did you see? (Remember this can be either a productive or unproductive behavior.)

   Observation

2. What impact did that behavior have? What resulted because of it? (Again, this can be positive or negative.)

   Impact

3. Help to come up with an idea on what to do about it. Should they change their approach? If it’s something that went well, should they continue that behavior?

   Idea
Team Presentation Practice

What is the purpose of your presentation?

Who is your audience?

What are your few key points?

How will you grab the audience’s attention?

What’s the “so what”? What should they do with the information you just shared?
So What?

What is one key takeaway from today?

__________________________________________

__________________________________________

What is one thing that will be helpful to talk with my project team about:

__________________________________________

__________________________________________

__________________________________________