

7 Ways to Increase Your Presentation Skills

A powerful **Presentation Skill** as important as the information you have. If you don't have a skill of presenting your information in front of people, it's too difficult to connect with the audience. It is a fact, every person sometimes faces the difficulty while showing their Presentation. It's always tough to face the real audience. Many people feel nervousness before facing the audience for the first time. It takes the time to prepare and polish your presentation skills.

So to improve your presentation skills all you need to do is learn to calm and relax. You have to be very confident and set up your mind about what are you going to share with the audience. You should know how to deal with the audience. For all that, you need to know some basic tips and tricks that help you to connect with all.

Here are **Some Tips** that will help you to polish and increase your Presentation Skills.

1. Research your Audience:

The very first step to creating a powerful presentation is **Research**. Firstly you need to research your audience. You should know that what type of audience is belonging to your presentation. It can help you to reach to the correct audience so that they can understand your presentation easily. It is necessary to understand the need of an audience. The more you research, the more you get. For that, you can take help of the internet or you can talk to the experts, that will help you a lot. You must prepare a speech as what the audience wants to hear?

2. Structuring your Presentation:

The format of your presentation must be well structured that tell what you are going to say and present in front of an audience. Start the communication with your goals which must be clear in your mind.

- - Opening**
 - The opening of the presentation must be an impressive introduction to your points so that easily connected with the audience. It is a part where you can tell them what you want to explain.
- **Body**
 - The body part of the presentation needs to leave some information that tells everything you want to share with the audience. Here you can tell them how you achieve your goals.
- **Closing**
 - The closing of a presentation is a part where you can stick with your audience. Wrapping your presentation with some valid points. It must be impressive so leave a mark on their mind that what do want people to get.

3. Body Language:

It is the most important factor of presentation. It shows how confident you are about your presentation skills. It takes only a few seconds to evaluate you that how comfortable and confident you are. People can make their opinion on the basis of your dressing sense, body language and behaviour.

- Make an eye contact with the audience that gives visual feedback from them.
- Use good gesture while talking and interacting with the audience.
- Use your hands, arms and shoulder properly.
- Smile slightly and make every movement purposeful.

4. Use Stories and Examples:

Everyone loves stories even your presentation full of information. You can start your communication with some of your personal stories. It helps to cheer audience and you can easily capture their heart and heads. You can connect through your emotions. While keep focusing on your topic, you can share your life experiences with the audience. It is a good way to engage the audience for a long time and they never get bored. For some fun you can add some jokes, it's a great way to engage with the audience. Do not fear to include some humour into your presentation. All that tricks help you to grab the audience for a long time.

5. Practice your Speech:

Practice, practice and practice. It is the key to success in your presentation. If you want a powerful presentation this is one of the best things you can do. You all want to rehearse your presentation multiple times. If you practice your speech only once, you are going to stink. By practising your speech more and more surely help you to increase your presentation skills. It is necessary to check your weak points and according to that work on it. Don't repeat the same line again and again.

- If you really want to sound good, firstly write your speech.
- Try some acting strategies in various positions while talking.
- Do practice in front of a mirror or also with your friends or colleagues.
- Try to record your presentation and try to work on parts which need improvisation.

6. Limited Scope:

Don't try to keep your speech lengthy. Your presentation should be full of useful information but don't make your content so vast. You need not cover too much content. It is good to keep the content in limit but worth full and knowledgeable for the audience. You must know what you want to include or leave, sometimes it could be crucial for a good presentation. But it doesn't mean that you avoid important data or slides, but just try to avoid too much editing process.

Also, you can also put a section of question and answer that help the audience to directly connecting with you. People love to talk and want to make their opinions too.

- You should ask the audience, what they think.
- You can ask them for questioning their doubts.
- You can also ask them for any suggestions.
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7. Finish Note:

Give a valid conclusion to your audience. They should be looks satisfy with your presentation. You have to look confident and head high. Try to get as many feedbacks with the audience. And yes don't forget to thank your audience. End your presentation with a “**Thank You**” note, it is a perfect way to improve your presentation. If some of the people meet you personally after finishing your presentation, greet them well and thank them for attending your presentation. It will be great if you collect their contact details also. It will help you in the future.

That's it.....now you are ready to go and conquer the presentation. You are able to present your presentation with full of confidence. Hope these tips help you in developing a good presentation.

Muhammad Umer Ch.

Department of Applied Psychology

BS English II (Presentation Skills)