



The ECHO™ — Your Weekly Presentation Tip

January 23, 2008

Don't Talk to the Computer...

One habit many presenters get into is looking at the computer while they are speaking in order to smoothly change the slides. This can be a problem, because your voice trails after your eyes, and if your eyes move from the audience to something inanimate and close to you, your volume will drop and important points might not be made. Additionally, you give the appearance (to someone who doesn't know better) of lacking confidence.

One way to make sure you finish your thoughts before changing slides is to try to finish your main thought to someone at the back of the room. That way, you are conscious of where you're looking, and your voice stays strong through the end of your point.

The computer has no authority to approve your project or to buy from you-so don't talk to it.

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