

Communications Project

Public Presentations – The Foundation of Personal Development



HEAD



HEART



HANDS



HEALTH

Just as an inverted pyramid progressively gets smaller at the bottom, the preparation process for delivering a quality public presentation starts incredibly broad in nature by first identifying a topic. Each stage from there on out becomes more specific and catered to the presentation being delivered. For more information on the mechanics of creating a purple ribbon quality presentation, see page 2 of this document or visit the [South Dakota 4-H Communications Project Guidelines](#) resource.

Getting Started

Types of Presentations

Presentation Parts

Showmanship

Colors & Visuals



**SOUTH DAKOTA STATE
UNIVERSITY EXTENSION**



Getting Started

- » Find a topic you are passionate about
- » Do your Research
- » Prepare your content

Types of Presentations

Determine the best type of presentation for your content:

- » Demonstration
- » Public Speaking
- » Illustrated talk

Presentation Parts

- » Tell them what you are going to tell them
- » Tell Them
- » Tell them what you told them

Showmanship

- » Appearance
- » Body Language
- » Gestures
- » Eye Contact
- » Voice
- » Confidence

Colors & Visuals

- » Visibility
- » Interesting
- » Structure
- » Simple
- » Useful
- » Information