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How to improve the students' presentation skill.

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Abstract: The article discusses the problems that arise while making presentation and speaking in public that many students encounter in their practice. As speaking in front of a group of people with presentation is an inevitable part of students' assignments in their study or project work they have to develop their presentation skill. Throughout the article some tips are offered for the students to apply which will hopefully be helpful in their practice.

Key words: presentation skill, public speaking, body language, visual cues, non-verbal communication, discourse markers.

Successful presentations require verbal communication skills that assist the audience to understand the presentation. Voice tone, pitch and volume all contribute to effective delivery, as does speaking at a pace that is well matched to both the audience and the content of the presentation. Research has shown that presenters with strong grammatical knowledge and a rich vocabulary are able to express their thoughts more coherently and are generally perceived to be more competent and proficient (Aryadoust 2015; Christ 1994; Luoma; 2004). The ability to deliver content that is logically organised and flows coherently is also an important component of oral communication. The use of 'signposts' (Whetten & Cameron 2011) or 'discourse markers' (Arydoust 2015) to indicate movement between topics in the content contributes to audience comprehension. Combining oral communication with visual cues such as text, pictures and non-verbal communication further assists the audience to understand the message and improves the audience's perception of the presenter (Aryadoust 2105; Marcovitz 2004). Non-verbal cues interpreted by the audience include facial expressions, eye contact with the audience, gestures and body language (Aryadoust 2015).

It is presenting skill that requires from the students a great deal of preparation and practice. Presentation skill is also a skill that is needed to be developed as it does not come naturally to most people. In fact, many people feel afraid to speak in front of the public but a successful presentation requires the speaker to appear calm, confident, and in control. Even though the speaker has prepared intensively, unexpected challenges can arise quickly disrupting the presentation and demotivating the speaker. What are the ways that one can tackle with these challenges and avoid becoming disappointed in front of their audience. Let's gain

insight in the most common problems that presenters encounter and how to get over them in order to deliver a successful presentation.

Problem 1: Feeling anxious before presentation.

Most presenters suffer from this problem which is widely spread among them. At first visualizing speaking in may seem extremely scary for many people. During the preparation period they may not feel the anxiety but just before the moment of speaking the panic will start. To solve the problem they should manage their nerves and anxiousness and try to find ways to calm themselves down. The more a speaker practices and rehearses their presentation, the more confident they will be in their delivery. In addition to preparation, presenters should also practice deep breathing exercises to calm their nerves and get oxygen flowing throughout the body.

Problem 2: Difficulty in deciding which content to put on the slides

The students first should identify the purpose of their presentation For example whether they are going to inform or advertise, approve or criticize, etc. Having identified their aim the presenter should decide the outline of their presentation to reveal its content. Many presenters know their content quite well, but they have a hard time narrowing it down to create their slides. It is important for presenters not to overwhelm their audience with too much content while also sticking to their time allotment. Transforming thoughts into engaging slides can be a challenge, but condensing your thoughts into key points is essential.

Problem 3: Mismanagement the audience

Rehearsals before presentation are a must for the presenter and most of them rehearse their content over and over and know exactly what to say, but they forget all about engaging the audience. Even though they have prepared all the materials they may fail in connection with the audience. Unfortunately, this lack of engagement can be the demise of any presentation. To sort out this problem, should be familiar with the audience have information who they are. They also need to smile, make eye contact, and nod to audience members throughout the presentation to engage them in the conversation.

Problem 4: Poor body language

Audiences will quickly get bored by a speaker who simply stands behind a podium throughout the presentation. Similarly, they will easily be distracted by a speaker who fidgets nervously with their hands or makes awkward gestures. Stiff body language can detract from the speaker's message. Thus, it is important for speakers

to move around the space to create energy and keep the audience interested. They should also avoid putting hands in pockets, playing with a marker or notes, using unnecessary filler words (ah's, uhm's, ok's), speaking monotone, or standing still the entire time.

Problem 5: Lack of energy or enthusiasm

A great speaker is able to convince their audience by their energy and enthusiasm. All too often, however, this component is missing from the presentation. How can you get your audience excited about your presentation if you aren't even excited about it? Speakers can increase enthusiasm by moving around the stage, interacting with the audience, and using voice inflection to highlight key points.

Problem 6: Losing their place or forgetting what to say next

When speakers are nervous, it's easy to lose their train of thought during the presentation. Things like a technical difficulty, a challenging question, or a yawning audience member can easily distract the speaker causing them to get lost and forget what they were saying. If this happens, it's important not to get flustered but to simply take a deep breath and regain composure. It can also be helpful to use notes or reference your slides in order to get back on track.

Problem 7: Not interacting with the audience

Audience members do not want to be spoken "at" but rather spoken "with." It can be difficult to keep the audience's attention but one of the best ways to do so is by making them part of the presentation. Find creative ways to interact with the audience through polls, Q&A, games, stories, or other visuals. Not only will this make the presentation more memorable, but it will keep the audience attentive and interested.

Improving presentation skills is not going to happen overnight. It is going to take a lot of hard work and effort from you. Following the tricks outlined in this article is hopefully be helpful for those who are on the binge of making presentation or giving speech in public

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