

Presentations: Development and Delivery

Almost every engineer will give numerous presentations through his/her career. Often times, an engineer will need to convey the intent or aspects of a project to team members, to management or even to the customer.

This presentation shows the importance of developing presentations skills to properly communicate project/product idea and progress. It stresses the need to understand the audience members. It distinguishes different types of presentations and presentations machineries.

The module defines the basic elements for a good presentation. Each of these bases is explained in-depth with tips and examples for clarification.

In addition, non-verbal signals are also discussed as a key part of a successful presentation. Non-verbal cues that the students need to consider include visual signals and vocal signals.

Finally, the presentation ends with some guidelines for common “do’s” and “don’ts” in preparing and giving the presentation.

GATEWAY

Types of presentations

- **Informative**
 - focus on pertinent points
 - introduce small amount
 - repeat often
- **Persuasive**
 - motivate and convince
 - demonstrate a need
 - provide proof/evidence
 - show benefits



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21.85

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Use color, animation and video



- add interest, richness and depth
- make presentation more dynamic



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Non Verbal Communication

Visual signals <ul style="list-style-type: none">• clothing• gestures• expressions• stance	Vocal signals <ul style="list-style-type: none">• volume• speed• pitch• pauses
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Engineering Presentations

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