

Welcome to our

presentation workshop

Antariya, Jens and Moritz



Presentation Workshop Schedule

DAY 1 / Monday

DAY 2 / Tue

10⁰⁰ ▶ Introduction

▶ Theory: Review & Questions

▶ The «Elevator Pitch»

▶ Performance Evaluation

▶ Nonverbal Communication: Gestures

▶ Audience Stakeholders & Expectations

▶ Interactions in Presentations

▶ Closing & Preview

Presentation & Feedback

A+B_I

A+B_{II}

A+B_{III}

C+D_I

C+D_{II}

C+D_{III}

Afternoon:

Coaching Sessions (60 min.)

A

A

A

B

B

B

C

C

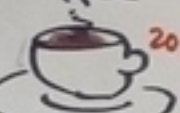
C

D

D

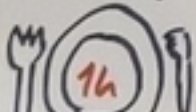
D

Coffee



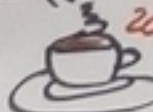
20-30'
till 12:00

Lunch



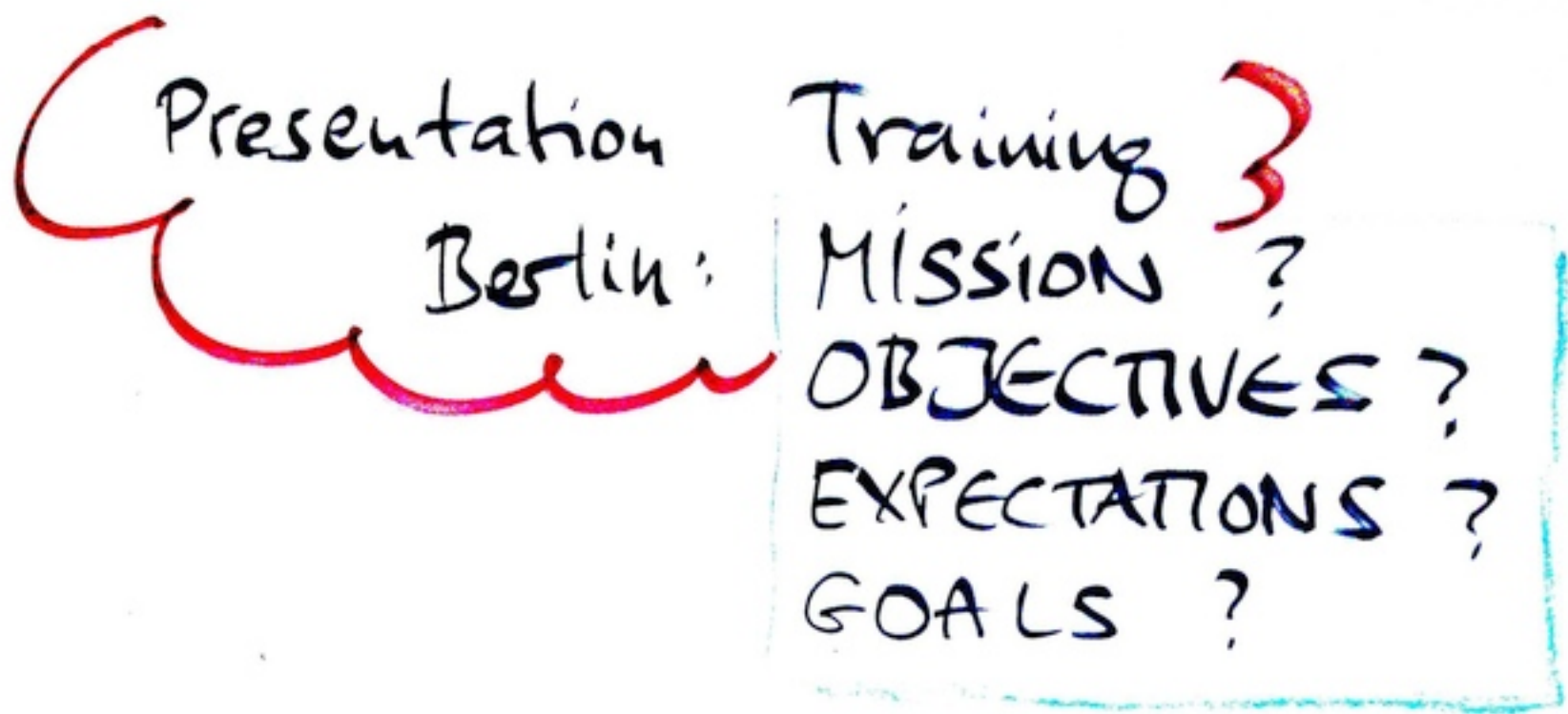
1h
13:30-14:30

Coffee



20-30'
till 16:30

18³⁰



▶ Who is our
„client“ ?

▶ Training aims
at ... ?

▶ Who is responsible
for final
Presentation
outcome ?

Rhetoric

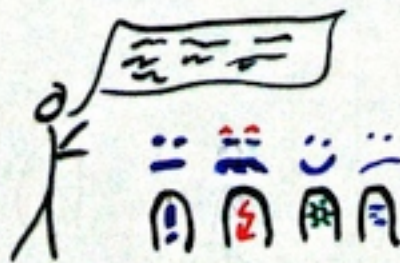
Persuasion

Ethos



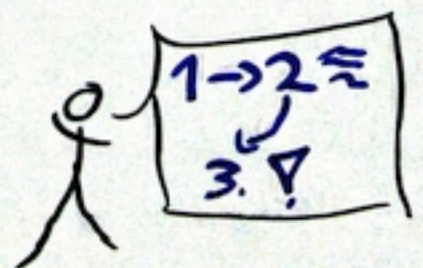
What is your
Goal?

Pathos



Why should
they care?

Logos



Does it make
sense to them
?

elevator
pitch

My NGO and my Mission

60s -

5s Invitation

50s -

15s Action of NGO

40s -

15s Mission
my passion...
 ↳ goal...
 ↳ task...

30s -

20s -

15s Orientation
I am _____
I work at _____

10s -

10s Ear Opener
 > Claim
 > Question
 > Quote

1 Minute



rehearse

the Entrance

- 1) stand upright
- 2) walk to the center of attention with purpose
- 3) ground yourself with a good posture
- 4) be silent
- 5) look at the audience
→ look around !
...and nod? 😊
- 6) Ear Opener or Greetings

Feedback

elevator
pitch

1.) Actually preparing and doing the elevator pitch I find >

> ... ? easy

> ... ⚡ hard

> ... ! interesting

2.) Having seen all those elevator pitches:

X spikes my interest / attention

Which bits and pieces can I use as a role-model?

Expectations concerning the presentation

15 min

Please discuss the expectations you have concerning the presentations to be held on Thursday. Refer to

- content
- structure
- presentors' performance (ethos and pathos)

⇒ write them down
one expectation per card

⇒ present expectations in plenary

Winner
PAST
Twinner
FUTURE
Programme
FEEDBACK

Interactivity
Ask questions!
Keep it simple
make it interesting

Tell a story. Use examples!
Clear messages.
Generalizability?

Be a good representative of your NGO

Introduce yourself.
Present a problem & your solutions.
Interactivity: use audio!

Share concrete experience.
Share insights.
Suggest ideas for future.

Mercator/Bosch

other NGOs (non-participating)

press

own NGO

Academics (students, professors)

own expectation (Twinners)

Twinners are professional and represent important organisations

Sense of human +

Background of media → focus.

new ideas for projects

academic context & background

new things

Twinners learned from each other

Be rich in content

Background of where you did.

new cooperations, cooperation partners

personal career pathways & experiences

good result of the training

Activities where socially accepted (good image)

Common Sense

Specific examples of impactful activities (even monitoring)

new funding opportunities

Working methods

profit from the other's experience → good practice

Wide dissemination and outreach to a no. of stakeholders (good marketing)

No Jargons

Common challenges.

learning from each other

publications & reports

insight into other NGO member's expertise

Civil Society
Capacity building/solidarity

Feedback

Highlight highlighted issues for future action.

Sharing Informations

link of the organisation to research

insider knowledge on cooperation

Twinners have inspired local follow-up projects

Impact of ORG

Impact, outcome and next steps

international profile

problem/motivation method solutions

new ideas for cooperation activities & sustainable partnerships

build-up longterm relationship between twinners

Challenges AND Solutions

How to replicate the success stories
clear highlights of the presentation

good press publicity

interactive & entertaining elements

good time management

Ideas for future investments in terms of ideas, people, projects, collaborator

Fact-based

clear message, s and strong ones / catchy

DO NOT embarrass US. (save our face.)

Practical insights, not evidence

Feedback about programme

Joining the programme?

clear message delivery of positive info

Be a good ambassador.

Be able to go deeper if invited for further interview.

What is new? What is newsworthy/catchy?

Expectation matrix

own
expectations

external
expectations

fullfill

not
fullfill

Discussion within Twinner team

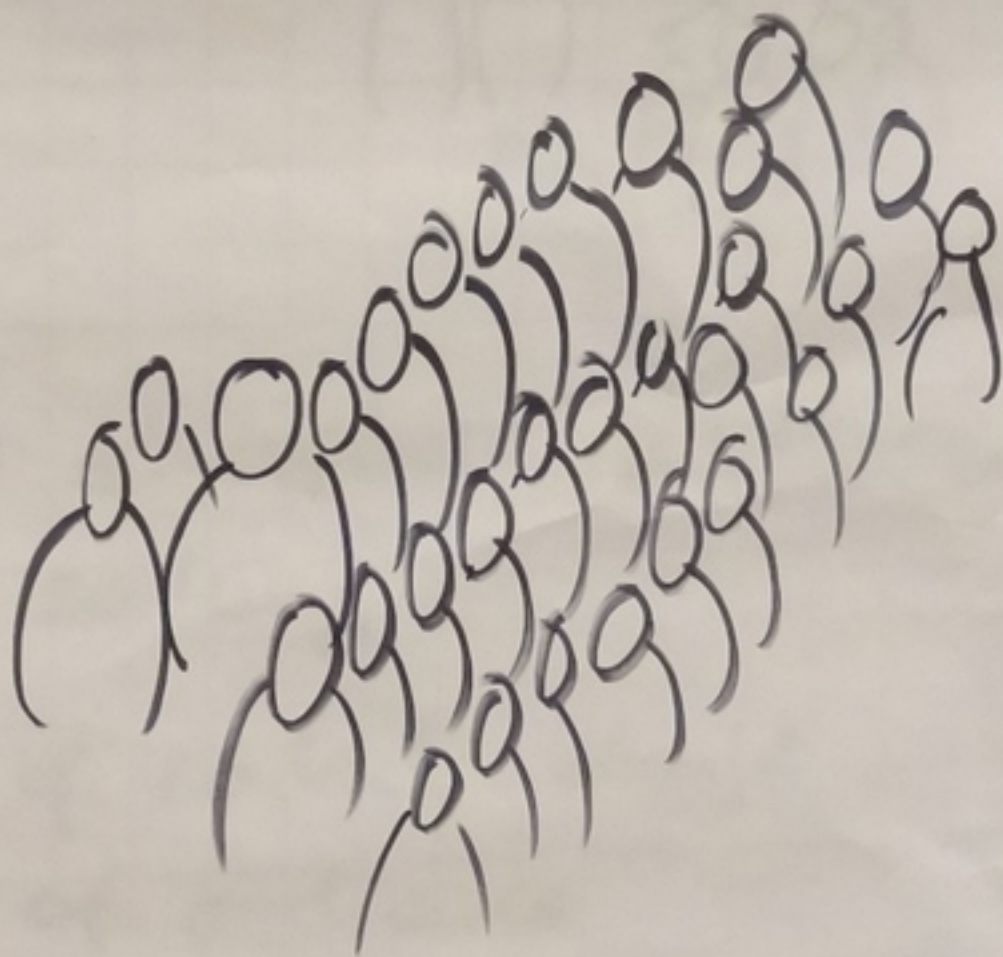
- ▶ Have a look at the expectations concerning your presentations.
- ▶ How will you deal with the diverse expectations?
- ▶ What do we need ideas for when looking at the expectations...
 - a) you want to fulfill?
 - b) you do not want to fulfill?

⇒ Please write down one question per card.

Interaction in Presentations



Prepare the audience.



Degree of control

ask rhetorical question

ask/poll closed-ended question

facilitate sample statements from audience

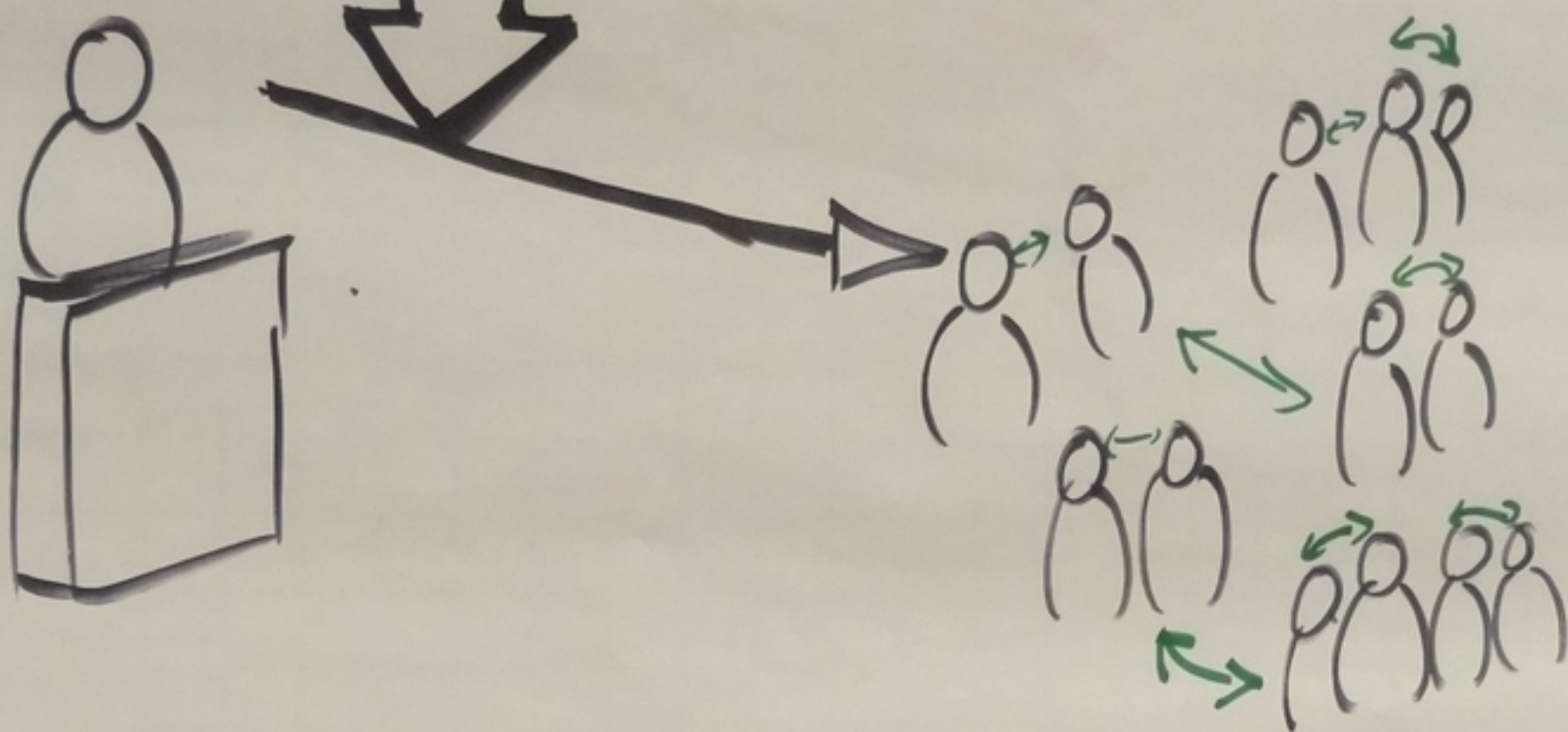
ask open-ended question

invite audience to ask questions

invite audience to share experience

model possible answers.

Contribute to
interaction between
members of audience



► When "solitary atmosphere" (e.g. beginnings!)
↳ contact seeking

► When control of content should
be in hands of audience

► When content or feedback / response
lacks quality

► When audience does not produce /
generate enough response

Now... In your teams (twinner teams),

➤ review your presentations

➤ include elements of
interaction,

(e.g.

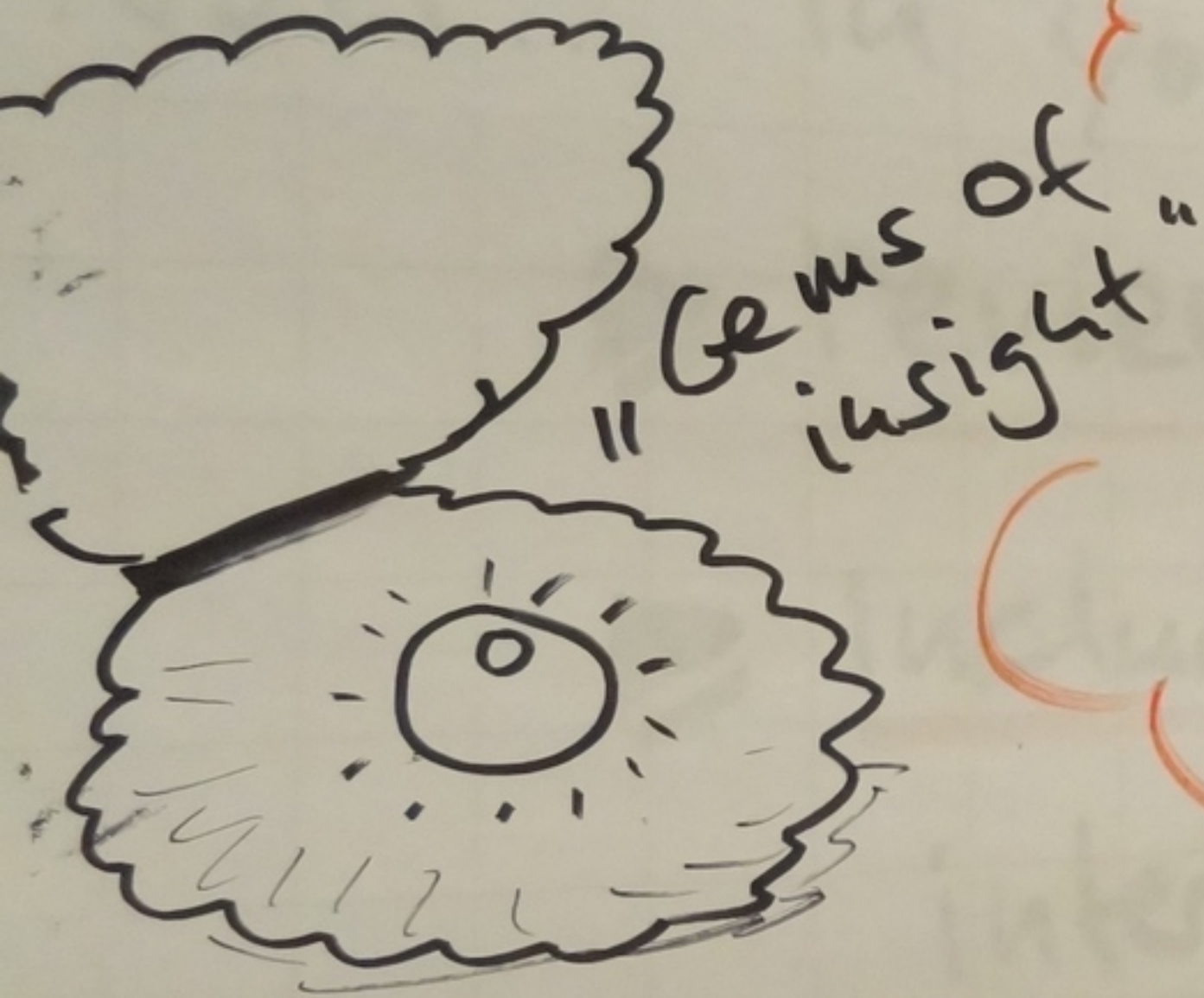
➤ polling

➤ question to be
discussed by audience

➤ ...

➤ ...

➤ prepare the interactive element



"Gems of insight"

What have you learned
during the discussions?

New ideas? Attitude?

Interaction in Presentations

If you are honest & straightforward:

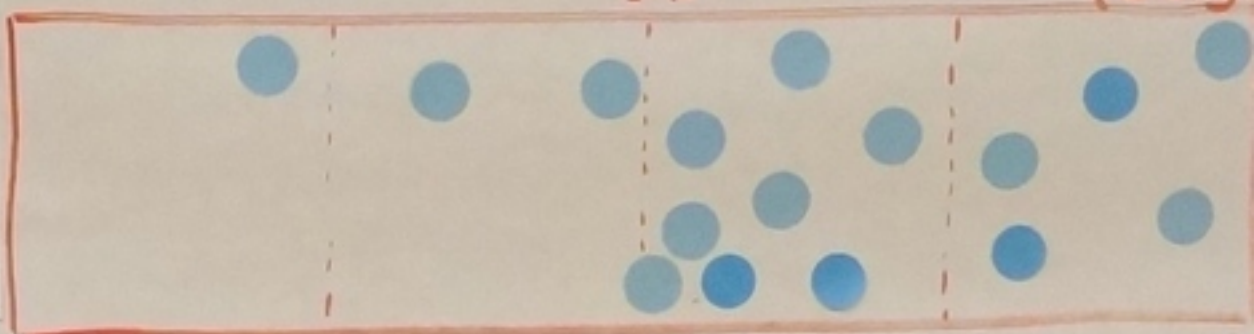
« To what degree do you (as presenter) agree to the following statements? »

agree
100%

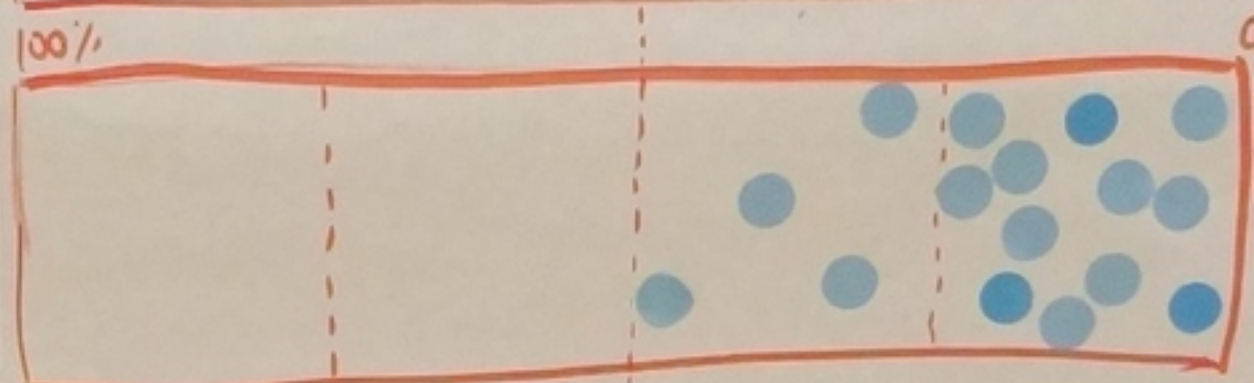
50%

(disagree)

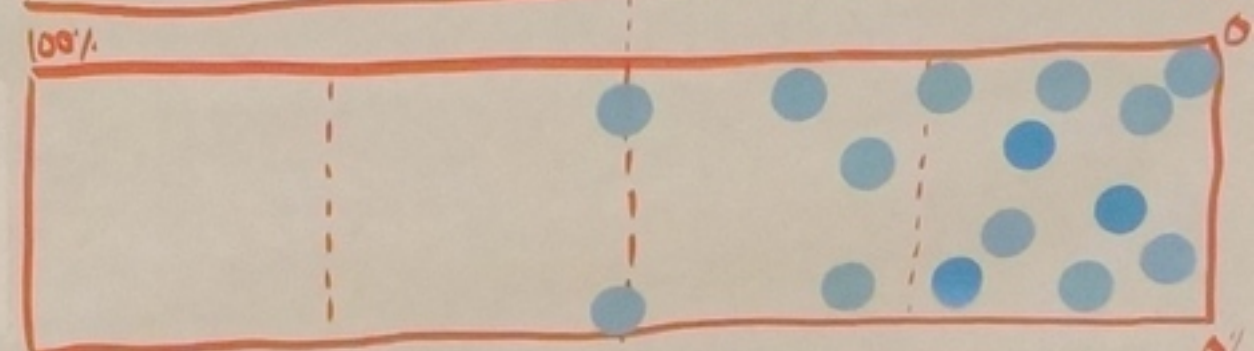
1. "The audience really consists of judgemental sharks and know-betters who – given the chance – will rip to pieces what I/we have to say."



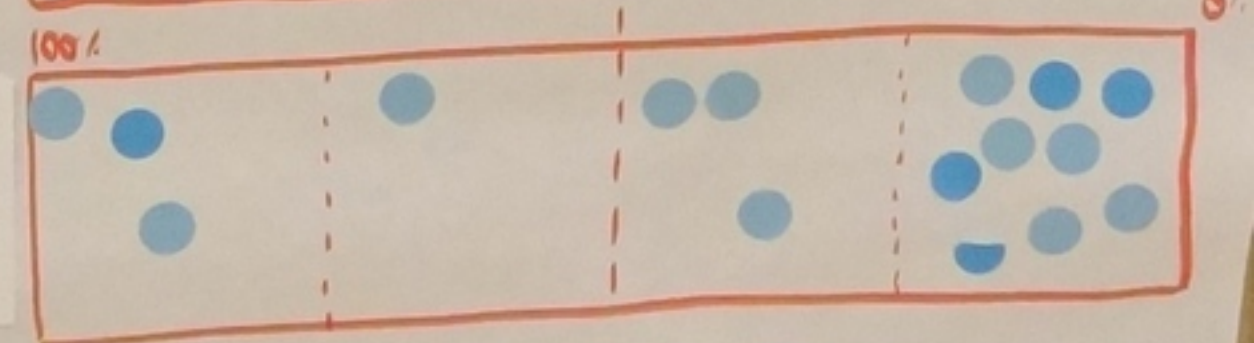
2. "My (twiner) experiences are not really interesting enough to elicit tangible reactions in the audience."



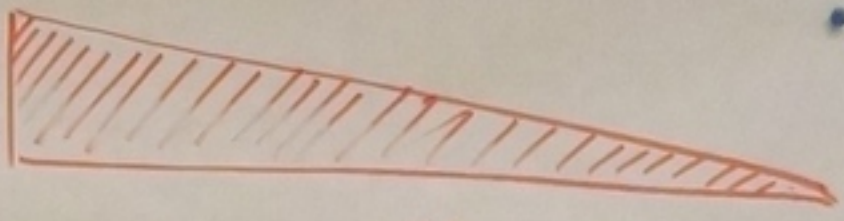
3. "Presentations must not be soul-stripping exercises. The less I expose myself, the better."



4. "I don't want to expose individuals or make the audience feel uncomfortable."



agree

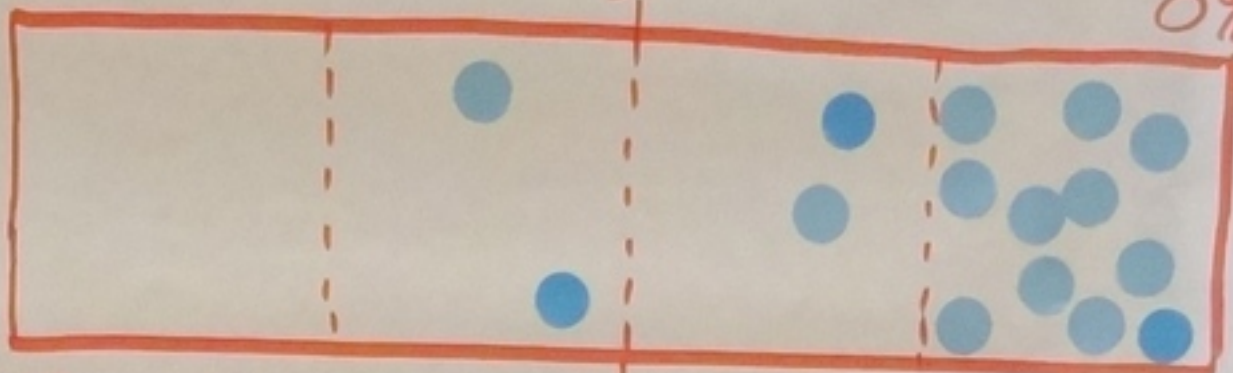


(disy 0%

5. "Initiating interaction between members of the audience is not really part of my role as a presenter / speaker."

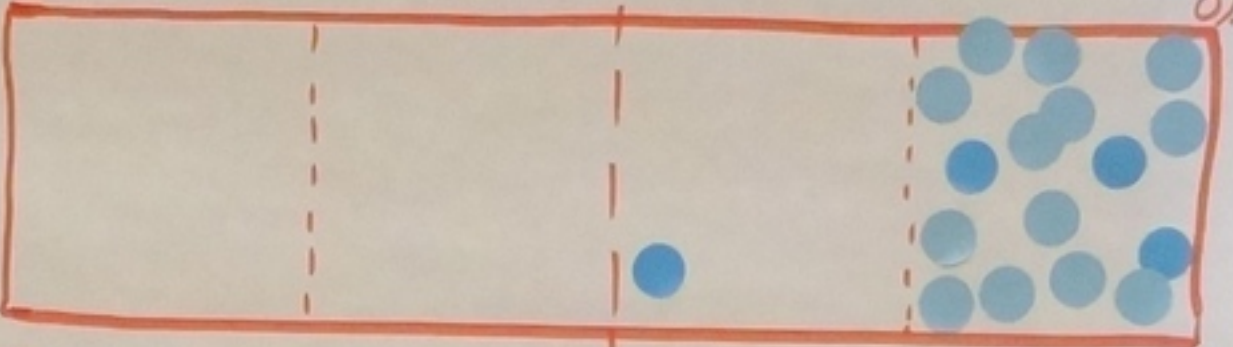
100%

50%



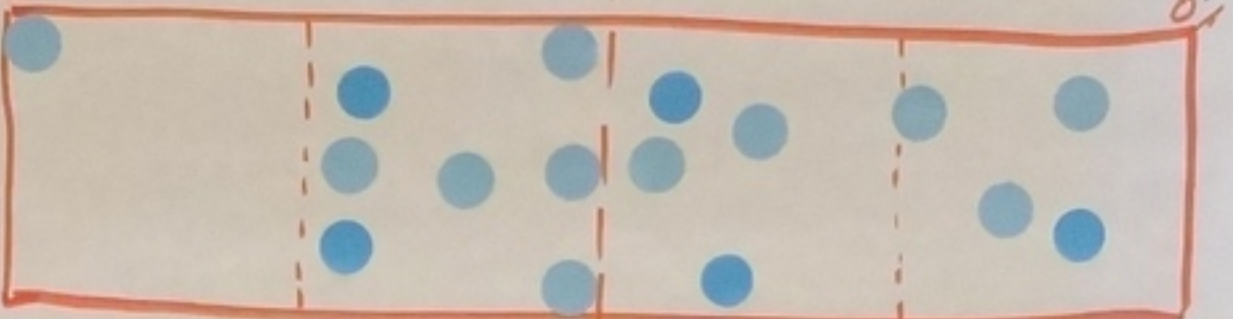
6. "If I am really honest, I don't care what they think or feel about what I/we have to say."

100%



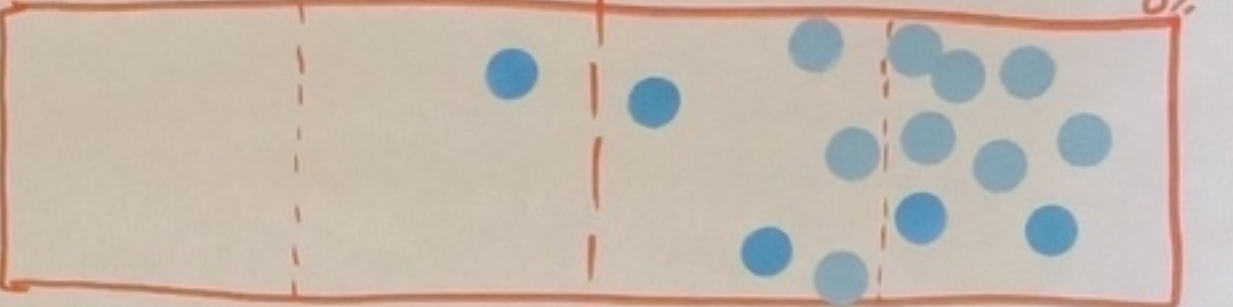
7. "If we introduce interactive elements in our presentation, there is not really enough time left for what I/we have to say."

100%



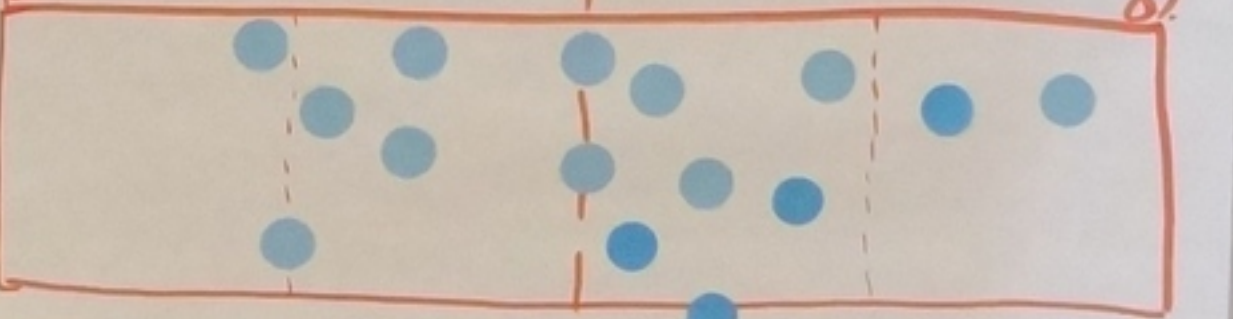
8. "The audience will not be able to really understand/fully grasp what I have experienced anyway."

100%



9. "Once we introduce interactive elements in our presentation, chances are it may go wrong or lead us/everyone astray."

100%



Presenting is just one of many tasks I have to do. It may be part of my job, but don't expect me to be enthusiastic about it.

... (some) is writing about and involving the audience. If I am speaking I'm right - as an art of teacher - pre/post big event / university.

Presenting ~~is~~ just one of many tasks I'm
asked ~~tasks~~ to do. It may be part of my
job, but don't expect me to be
enthusiastic about it!"

"What is wrong about  not involving
the audience? If I am speaking I'm
right — as are all teachers in pre/school
high school / university!"

ROOM
1.1

Block A
CBCGDF
& DUH

ISEE
NBV

Environmental Educat.
Promotion /
Nord-Süd Forum
Bremerhaven

Roots & Shoots /
Green Liberty

CBCGDF
& DUH

ISEE & NBV

Environ. Edu.
Promotion /
NSF Bremerh'vn

Roots & Shoots
Green Liberty

Da,

ROOM
1.3

Lingan Partner /
Balkan kids

Instituto Int. de
Derecho y Medio Ambieg
/ CLAPV

Quercus /
Friends of Nature

PS
CSCP

Lingan Partner /
Balkan kids

Instituto Internacional
derecho y medio ambiente
&
CLAPV

Quercus /
Friends of Nature

Poo. CSCP

ROOM
1.4

European Environmental
Bureau
CEE / China Green
Carbon

Wuppertal Inst. Soc
CEE /
Blue Sky & Children

Greenovation Hub
/ Transportation
& Environment

Friends of the old
village /
Bund Heimat und
Umwelt

Wuppertal I CEE
Blue Sky & Children

EEB /
CGLF

Greenovation Hub
Transportation &
Environment

Friends of the old
village /
BHU

Presentation

A

B

Presentation

C

D

Coaching

A

Coaching

B

Coaching

C

Coaching

D

9:00

10:50

1:15 PM

2:25 PM

3:40 PM

4:50 PM

Feedback

➤ Structure / Verbal

(content understandable / limited / "story" / key question) ^{focused,} clarity?

➤ Para- / Non-verbal

(posture, gesture, facial expression, breathing, hands, speed, teamwork)

➤ Interactivity

(Questions asked? Easy to follow?
Audience involved / used? Eye contact?)

➤ Visualization

(images > words, limited bullet points, supporting structure & context, simplicity)

➤ "Joker" - Questions of presenting team