

Turning a Paper into a Presentation

A presentation, while similar to a paper, is about having a conversation.

- The speaker can pull information from their paper, but they should present it in a way that they are comfortable with (using informal language).
- The speaker needs to create an outline using **keywords** or **phrases**, not full sentences.

Here are five simple steps to create an effective presentation:

- 1.) Determine the **purpose** of the presentation (persuade, inform, explain, entertain?).
- 2.) Identify the **main points** (3-5).
- 3.) Write the **introduction** using conversational language (Attention getter, Motivation, Credibility, Preview of main points, Thesis statement).
- 4.) Write the **conclusion using** your conversational language (Signal the conclusion, Restate the main points, Relate back to the introduction, Challenge the audience).
- 5.) Insert **transitions** that convey a shift in topic.

How do I determine which main ideas from my paper to use in the speech:

- Identify the **central themes** and ideas of the paper; find all **main points**.
- Categorize these points into **3-5 overlying themes** that best support the speech's purpose.
- Other main points then become **supporting details** for the main points.