Giving a class presentation

Plan a message, supporting points, visuals, and a useful rehearsal.



Read one branch at a time. Then cover the details and explain them in your own words.

Understand the topic

A clear presentation fits its audience and available time. Choose a main message, support it with a few relevant points, and make transitions explicit. Slides should help explain rather than reproduce the entire script. Rehearsing aloud reveals unclear explanations and unrealistic timing.

How the map is organized

Separate content from delivery and rehearsal. Prepare for questions rather than treating them as an afterthought.

> **Watch out for this**
> Reading a dense slide word for word makes listening harder. Use concise cues and meaningful visuals.

Try it yourself

Prepare a three-minute presentation about reducing school waste. Rehearse aloud and ask a listener to summarize the main message.

Two questions to answer

How can you check that the message is clear?

The listener's summary reveals what they understood.

What if you do not know an answer?

Acknowledging uncertainty protects the accuracy of the presentation.

Sources

writingcenter.unc.edu
https://writingcenter.unc.edu/tips-and-tools/speeches/

Original practice material compiled by Studera.ai. Explore at studera.ai/en/resources/mind-map-examples.