

# HOW TO BE PITCH PERFECT IN YOUR NEXT PRESENTATION

## the checklist

### 1. *KNOW YOUR AUDIENCE, KNOW YOUR MESSAGE*

- I'm clear on my audience: who they are, why they're there and what they need to know.
- I'm clear on my message: the purpose and goal of my presentation.
- I have an opening
- I have the main points
- I have a summary

### 2. *BE AUTHENTIC, BE YOU*

- I believe in my message
- I understand my content
- I trust it needs to be heard

### 3. *DEATH BY POWERPOINT? NO THANKS*

- I have considered using slides, props and other visual aids  
The aids I have chosen complement my speech, not detract from it
- I have kept them simple, visually appealing and only included key points

### 4. *CONNECT WITH YOUR AUDIENCE*

- I've included elements that resonate with and establish a rapport with my audience, such as personal stories, anecdotes and humor.

### 5. *PRACTICE MAKES PERFECT*

- I have rehearsed my presentation, more than once
- I have prepared notes that include the key points and headings of my presentation

### 6. *WORK IT*

- I've considered ways to utilise the stage and the venue space
- I'm confident about how I can bring movement and energy to the presentation

