

Revolutionize your Presentation with these Easy-Peasy Tips

The worst person for you to be thinking about while you are presenting is you! The more you think about yourself the more nervous you're likely to get.

Focusing on yourself starts you to worrying about things like:

- * "Did I say that right?"
- * "What do I do with my hands?" (Cue the "Talledega Nights" video)
- * "He's looking at me funny, do I have food in my teeth?"
- * "Geez, I stink at presenting, why did they ask *me* to present?!"

Raise your hand if you think these thoughts will help you give a better presentation? Of course not! Presentations that take place in your own head rarely go well. Make the audience your focus to give a more effective presentation. Tony Robbins says that he never gets nervous because he no longer thinks about *himself*; he only thinks about his audience. The more you can shift your focus away from yourself and toward your audience, the better you'll do.

Here are some things you can do to shift your focus away from yourself and onto your audience.

- * Simplify your slides and reduce the number of them. Use PPT only when it adds to your presentation. The more you rely on it, the less you're looking at your audience. Looking at the screen more creates more negative internal dialogue.
- * Practice giving your presentation. Don't just talk through it, practice giving it. Each practice should be a little different as you strive to be more conversational. There are stories that you have told many times, but each time you tell that story, it's a little different; you're being conversational. That's what you should be working toward as you practice.
- * Engage your audience early and often. Ask them questions as much as you can. If it's a large audience, ask polling questions - "How many of you...?" Then wait long enough for answers to show the audience you want to engage with them. The more you connect with them, the more they'll connect with you (and the more forgiving they'll be!).

Of course there are other techniques for being audience centered, but these will get you started. Once you start doing these, you'll have more conversations with your audience and fewer with yourself!