Structuring Your Presentation

When you structure a talk, you are determining how your key points are organized. A clear structure is important so your audience can easily follow what you have to say. Consider how long your presentation will be when deciding how many key points to address.

Choose one of the techniques listed below or one of your own ideas and either outline or draw how you plan to organize your presentation. Which style(s) work the best for your topic and why? Which didn't and why? Which felt the most comfortable?

Blocking key points	Problem-Solution-Benefit
Describing the process	What? So what? Now what?
Storytelling	Past-Present-Future

STRUCTURE #1

STRUCTURE #2