

CAPSTONE CELEBRATION *PRESENTATION TIPS*

- First impressions last. Dressing for success will extend a positive impression about the content you are presenting. Appropriate grooming and clean clothes are very important. If the project lends itself to a specific uniform or attire and wearing it would enhance the presentation, ie. lab coat please do so.
- Make eye contact with your Evaluator and be sure not to block your display.
- Rehearse and be prepared. One of the most effective strategies for reducing nerves is to know the subject thoroughly. Remember you know more about your Capstone Project than anyone.
- Be 8-10 minutes in length, with an additional 2-3 minutes for a question and answer session.
- Address not only the project and the research, but challenge(s) along your project journey that led to your personal and academic growth.
- HOW TO PLAN:
 - Prepare an outline:
 - Introduction
 - Research/project/self-growth
 - Explain your future career or career area pathway
 - Conclusion
- Decide how to integrate your visual representation of your project into your presentation (how to explain your display). Will it be part of the introduction, the conclusion or be a part of the entire presentation?
- Rehearse often. When rehearsing, practice the entire presentation. Place the outline sentences on separate cue cards. You may wish to include transitional sentences to help move to the next topic. Use the cards as the practice and include any visual aids in the rehearsal. Time yourself to make sure the presentation is 8-10 minutes long, leaving time for questions and answers once your presentation is completed.
- Make sure that all technology is working before you begin.
- Be prompt and arrive at least 15 minutes prior to your presentation time to set up your display.