

# 5 Ps OF PUBLIC PRESENTATION

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*If you can think it, you can make it*



Public presentation is considered as a sign of self-confidence in the present era. The need of public speaking is everywhere nowadays from a child studying at school to the role of a company CEO. The relevance is in every sector like education, management, politics, economics, engineering etc. This article will help you to understand the 5 Ps of public speaking. The re-reading and practice of each Ps in this article will help you to become a good speaker. Let us start our learning. Remember public speaking is not a herculean task if you can follow the following 5 Ps.

## VISUALISING

If you can think it, you can make it. The pre-requisite for learning 5 Ps of public presentation is mental work. As everything in the world was created first in somebody's mind, you have to visualise a successful presentation first in your mind. If you can visualise yourself, standing with pride in front of the public, visualise the standing ovation from people and feel the success of the presentation, you have done 50% of work for a successful presentation. Now let us go to the 5 Ps

# 1. PLANNING

This phase involves making a specific plan for public presentation. Failing to make a plan is equal to making a plan to fail. So, it is inevitable to make a plan for delivering an effective public presentation. Planning a presentation includes identifying sources for making presentation, planning on online platforms to learn, meeting people for inputs, planning a structure (how to open the presentation, contents and how to close) for the presentation. You can plan yourself in a better manner keeping the above mentioned basic planning areas.

# 2. PREPARATION

It requires one hour time of preparation for each minute of presentation. The value of preparation is much relevant in the context of public presentation. The basic preparation works to be done are to make a story board of the presentation. If the structure is key to planning, the story board is key to preparation. Story board will include the A-Z sorting of your planned presentation in a flowing manner. The A-Z flow chart of presentation will help you know your presentation much deeper. Notes can be prepared for making the presentation more fluid. A detailed script mentioned in 2 or 3 pages can be considered to be a note. From the notes prepared, you are supposed to depict the whole content in small key points to 5 or 6 points in a Card sized sheet.

# 3. POLISHING

Polishing is the step which makes your presentation striking. This is a creative exercise which could make your preparation lively and gives you the much needed confidence about the topic. The polishing of your script for presentation can be made by adding Quotations, Anecdotes, Facts and Figures, shocking News articles, Scenes from various Cinema, Brain Teasing Probers, etc. It would be better to polish the presentation without affecting basic purpose / structure of the presentation.

# 4. PRACTICING

Do it over and over, until it becomes part of who you are. Every achievement in the world is the product of untiring practice. Great result requires great practice. All the great speakers of the world are evolved from the process of practice. Certain practice tips for effective public presentation are: practicing in front of the mirror, recording your voice and listening to it, video-taping and watching your presentation and finally, practicing in front of well-wishers. Remember, Practice is everything in public presentation.



## 5.P<sub>RESENT</sub>

The two significant elements needed for successful presentation are speaking with confidence and having a smile on one's face while doing it. The confidence and smile could be naturally made, if you have succeeded in making your presentation to who you are. The basic factors to remember while presenting before public are Eye Contact, Tone of one's Voice and Modulation, Face and Body Gestures and Body Language. All these presentation skills can be developed by practicing them again and again. Presentation or performance is yet another practice to progress

### PLAN – PREPARE – POLISH – PRACTICE AND PRESENT YOUR PRESENTATION

Remember the 3 rules to become a great public speaker  
Practice, Practice and Practice.



## do it now...

1. Record your 10 audio clips and listen to it.
2. Make 5 Videos of 1 minute presentation and observe.
3. Watch this video on 5 Ps of Public presentation :  
<https://www.youtube.com/watch?v=Oh7MuIqloTg&t=5s>
4. Watch this video on Platform skills :  
<https://www.youtube.com/watch?v=JALAn87gSbk&t=6s>



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