

1. It is okay not to smile during a presentation?

- A True
- B False

2. What percentage of message retention is gained through using visual aids during a presentation?

- A 7%
- B 38%
- C 55%

3. Explain the methods that can be used to prepare for a presentation successfully?

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4. When planning for a presentation, which of the following does not need reflecting upon?

- A Your aims
- B How you will convey and illustrate the information
- C The type of presentation
- D Body language

5. Give at least three good and bad examples of presentation skills?

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6. Typical problems with digital presentation methods include?

- A Spelling and punctuation mistakes
- B Using the powerpoint to read from and not making eye contact
- C Poor font, size and colour

7. You should use bullet-points rather than a script on your presentation slides?

- A True
- B False