Leadership Presentation Guidelines

What to Include

Applicable Content
-Present about something that the audience can relate to (ex. teamwork in a group project)

Visuals
-Keep audience engaged with relevant pictures

Succinct Points
-Teach what you want to teach **directly**
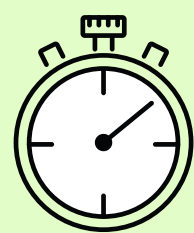-Don't ramble unnecessarily

Interactive Activities
-Have interactive activities pertaining to the topic (ex. group discussions, Kahoot, Gimkit, Quizlet Live, etc)
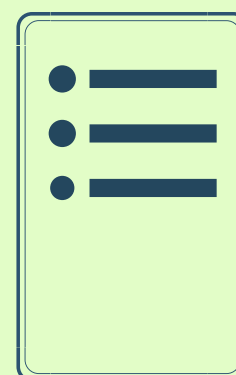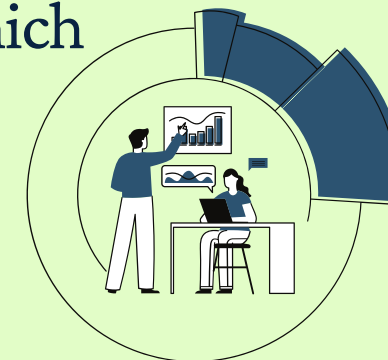
Ask Questions
-Keep your audience engaged by asking questions
-Make sure your audience understands what is being presented

Keeping Engagement

-Try to limit your presentations to a maximum of 30-45 min

-Mix up the platforms on which you are presenting with, presentations do not always have to be on a slideshow

-Try to minimize how many words you have on slides or other platforms, use bullet points and elaborate to keep things concise

-**DO NOT** be the only speaker, have multiple voices be heard. One speaker presentations are lectures, which often leads to audience disengagement. Refer to *Learn to Lead* Vol 2, Chapter 5, Objectives 17 and 18 (p.66) for different ways to present information.

Who Presents?

-Cadet Leadership Officer/NCO
-Line staff members(ex. Flight Sergeant, Flight Commander)
-Command staff members (ex. Deputy Commanders, First Sergeant)

General Topic Ideas

Visit https://www.gocivilairpatrol.com/programs/cadets/library/squadron-training-plans for leadership topic ideas and their general outlines.