

# Review: Presenting

Name \_\_\_\_\_

Date \_\_\_\_\_



Complete each item below.

1. What six questions do you ask to analyze the presentation situation?

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2. Name two ways to prepare information for an in-person presentation.

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3. Match each form of Web publishing with its description.

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| a. Classroom wiki    | ■ An online journal for you and your classmates       |
| b. Classroom blog    | ■ Sites and networks that can reach many people       |
| c. Personal Web site | ■ A site that your class builds and edits together    |
| d. Social media      | ■ A site created by you, a family member, or a friend |

4. Name a few ways to promote your project.

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**Reflect:** What strategies can you think of for remaining calm before and during a presentation in front of a group?