

TIPS AND TRICKS FOR PRESENTING AT THE YOUTH AWARENESS CONGRESS

Dear Moose Youth Awareness Student Participant,

Congratulations on being selected to attend the Moose International Youth Awareness Congress! We are already so proud of you and we can't wait to meet you and learn more about your presentations. As moderators, we've been in your shoes before. We've come into the weekend not having any idea what to expect and perhaps maybe even a little confused about what this is all about. Hopefully, we can answer some of your questions here.

In case this is your first time attending an international conference, the "We" we're referring to are the moderators. We're college-aged students who have been involved in the MYAP for a long time now. "Moderator" is a fancy way of saying counselor/mentor/helpful person. Moderators are there to answer all of your questions throughout the weekend in regards to presentations. We have a lot of knowledge about the program and how to be successful and make the most of your weekend!

First things first, this is a HUGE accomplishment, you and your families should be very proud. However, at the same time you have an opportunity coming up that would change your life. Just getting to the International Congress is amazing, but now you have an opportunity of a lifetime to win up to \$12,000 in scholarship money. This may seem impossible now; we're here to tell you that it could be you!!! But, you have to be prepared to put in the work and we promise you hard work pays off. We've compiled a list of things you should know for the weekend and some suggestions to get you started!

Come into the weekend with an open mind and ready to have some fun. You're about to make friends with people from all over North America and build relationships with people that will last a lifetime. The weekend is going to be about meeting new people, celebrating each other's hard work and accomplishments, but it's also going to be fun and a reward for all of the hard work you've done so far.

PRESENTATION ADVICE:

1.) **What should you talk about?** Keep in mind the room will be filled with fellow high school classmates; you should not plan to present the same presentation that you did for the 4-9 year olds. Our advice to you is to explain why you chose the topic you picked. Was it a topic you're passionate about? Did it have a personal meaning to you or someone you know? Personal stories can be very helpful to getting your point across.

2.) **Make it fun & try to stand out!** Keep in mind that the day of the Congress you will all have a chance to present. This means that all 60 some students will speak back to back. More often than not, another student will have selected the same topic you did—and that's fine! But we would suggest that you really try to come up with a way to make your presentation stand out from all the others. Having a fun activity, props, or a joke prepared might just do it.

3.) **Time limit:** You will have no longer than 7:00 minutes **ONLY** (preferably **5:00 minutes**) for your presentation on the day of the congress. We have an outstanding number of participants this year so this is going to be a harder deadline. For those of you who have a lot to say, I suggest that you practice and really take into consideration what the most important parts of your presentation were. Practice over and over again so that you're fully prepared to present and know exactly how long it takes you to present. If you think 7:00 minutes seems like a lot, don't worry you don't have to use the full 7:00 minutes. Sometimes short and sweet and simple is the best option, however know that the time is there for you to use it. No matter what you think of the 7:00 minutes, it's really not that long so please practice. In the past people have thought 7:00 minutes would be way too long and they ended up speaking for 15, by then, the audience gets bored and stops listening. We've also seen people who then they have a ton of time but get to the 5:00 marker and don't have the opportunity to get all their points across. These are the reasons why it's important to practice so that there will be no surprises.

4.) **Practice, Practice, Practice:** In order for you to do well at the Congress, it's crucial that you practice your speech ahead of time (trust us.) There will only be 2 hours' worth of time guaranteed to work with moderators. There are at least 60 students and two moderators, which breaks down to 2-4 minutes per student. The most important thing to do with this time is going to be to let us know what props or material you'll need from us and what file format your presentation might be in (see 5.) We will also use this time to make sure your technology will work

(see 6.)

5.) **PowerPoints & Visual Aids:** You do not have to make a power point (or something along those lines) but we would highly recommend that you think about it. PowerPoints', videos, slideshows, all of these things help give the audience something to

look at and focus on while they're also listening to you present. An awesome visual or video might also help them remember your presentation over everyone else'. If you do not feel like the power point or visual would add value to your presentation than I would not use one because then it may be distracting to you while you're presenting. We want you to be successful and there to be no surprises so please read through the following list of applications and materials we will have available for you. We understand that you may have a new and cool presentation software that others aren't familiar with and we're excited to see them but we can't 100% guarantee they'll work so please have a backup plan just in case.

Things you will for sure have access to for your presentation:

- Wi-Fi
- Easel
- Clicker
- Projector
- Mac Computer
- Power Point
- Keynote
- QuickTime Videos
- Web Supported applications like (Prezi, Google Slides, Animoto, etc.)

If you create your documents on a PC instead of a Mac, please check them before you come to the conference because you may be surprised by how the files change from PC to a Mac or they might not have the same fonts for example. You're also more than welcome to bring your computer with just in case we need to use it.

It never hurts to bring your computer with you or at least have your files saved on a flash drive or hard drive. Surprises have happened in the past and we want to avoid those at all costs. We also suggest that you save your files to a cloud so that they can be downloaded from any computer. A great one is Dropbox.com or google Drive. They're free and work on all devices pretty well and then if your flash drive crashes you'll still have what you need. If you don't see what you need on the list, please ask right away!

6.) **Props & "Gifts":** In the past, students have brought little gifts from their hometowns to hand out. We do not think this is necessary. You can if you want but we don't advise it. Here's why: although the gifts are nice and memorable, they usually don't help your presentation and they do not get you brownie points. Only bring things to hand out if you think it adds to your presentation. This could include activity sheets that you came up with or examples of the lessons you did with the students that shows that they actually got a lot out of your presentation. In the past students have handed

out rewards that they also gave to the elementary students. Props are a great way to have people remember you, but take a second to think about if every high school student in the room is really going to need or want or learn from whatever you choose to hand out.

You do not have to hand out anything—that is totally fine. If you do want to hand things out, you must bring them with you. This includes any printed or photocopied papers and any additional props you may need. If you need balloons, or slime, or play dough (all things people have needed in the past for various reasons) you need to bring that with you. No one will be able to run and get it for you! If there is anything that you can't bring on a plane for whatever reasons, try to work that out with your local moose or notify someone right away when you arrive.

7.) **Outline & Notes:** Notecards or an outline can be great security blankets in case you get up in front of people and forget what you're saying. However, choose the method that works best for you and what you're the most comfortable with. If you feel better winging it-then do it. Jaelynn personally likes to write out her speeches over, over again to help with the memorization and then have a basic outline in front of her to remind her of key points. Austin enjoys just mentally having an outline, some stories and just winging the rest. This can create a more personal and conversation-like approach. If you do choose to write out your speech, it's important not just to read off your paper because students will stop paying attention to you. If you choose to "wing it", it is important to still have some sort of sense of what your main idea is and the major points you want to get across. Eye contact and being well prepared will help keep the audience's focus either way.

8.) **The Audience is your friend!** There is nothing to be afraid of! By the time the congress has come around, you'll have met and gotten to know everyone. The only people in the room during presentations are the students and the two moderators. That means fellow peers 14 – 21 years old only—no adults! Everyone's been in the same boat as you or will have to do the same thing you're about to do so there's nothing to be afraid of.

We wish you the best of luck and can't wait to see you!