**GRADUATION PROJECT 🡪 PRESENTATION**

**NOTE CARDS**

Why do I need note cards?

* It’s the most common way for remembering material WITHOUT reading straight from your text. Reading straight from your text = boring presentation!
* Speaker can have normal voice inflation and more effective eye contact
* Speaker has natural arm movements

Using note cards:

* Include quotes, statistics, and lists you may need (NOT paragraphs of text!)
* Don’t put too much information on each note card or you will find yourself reading too much. Put only a few words or key phrases to spark your memory
* NUMBER YOUR NOTE CARDS (in case you drop them)
* If your note cards are in your hand, you probably won’t gesture too much
* Practice using your note cards. If you find yourself reading your note cards too much, this is a sure clue that you need to reduce the text on each card.
* Write in large print—big enough to be seen easily but small enough so as to not crowd the card
* Use colored pen or markers to highlight the main points of your speech if you’d prefer

What should they look like?

* Organize cards by the Introduction, Body, and Conclusion sections of your outline
* DO NOT WRITE OUT YOUR ENTIRE OUTLINE!!! Your speech should be written on your outline—on your cards, write KEY words, phrases, facts, and statistics

**INTRODUCTION 1**

**Introduce Myself:**

* My name is Brooke Wilson
* Senior at West Meck High School

**Hook:** Less than ½ minority students in New York City graduate from high school.

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| **INTRODUCTION 2**  **Define/Explain Topic:**   * Dropping out of high school is a serious problem in U.S.   **Thesis:** The negative effects of dropping out of high school are less income in future jobs, more likely to depend on social welfare, and less likely to vote. |