

How to remember your talk:

Good

Cued by visual aids

Secret cues -
A4 sheet on table or
floor, post it on easel,
faint cues on flip chart

Reduced eye contact
They may be distracted by
looking for your cues

Poor

Cards

Look naff
Dropping / mixing up
Small writing hard to see
Can't see what's coming up next

Memorised

Risk of drying up
Can't repeat the talk after a time gap
May be inflexible if learned by rote

Sinful

Script as
crutch

Losing your place
Risk of reading
Reduced eye contact

Full notes
on OHP

Too much to read
Boring to have them read to you

Reading
script

Stilted, inflexible

