The Technical Briefing
Objectives: Using a systematic approach, organize technical material into a concise presentation. Tailor the presentation to the audiences needs, interests and knowledge levels.

Time: 8-10 minutes

The Proposal
Objectives: To prepare a technical presentation advocating a product, service, idea or course of action. To present your viewpoint logically and convincingly, using an inverted-pyramid approach. To effectively use a flip chart to illustrate your message. To effectively handle a question-and-answer period.

Time: 8-10 minutes

The Non-technical Audience
Objectives: Understand the principles of communicating complex information to non-technical listeners. Build and deliver an interesting talk based on these principles. Answer audience questions that arise during the presentation. Use overhead transparencies to illustrate your message.

Time: 10-12 minutes

Presenting a Technical Paper
Objectives: Deliver an interesting speech based on a technical paper or article. Effectively use a flip chart, overhead projector or slides to illustrate your message.

Time: 10-12 minutes

The Team Technical Presentation
Objectives: Understand the nature and process of a team technical presentation. Conceptualize a briefing or proposal involving three or more speakers, including yourself. Assemble a team of club members capable of getting the job done. Orchestrate the planning, preparation and delivery of a team technical presentation.

Time: 20-30 minutes