Giving a presentation

Saying what your presentation will show

I'd/We'd like to tell you something about …

Today I'd/We'd like to talk about …

My/Our presentation is about …

The subject of my/our talk is …

My/Our talk is in … parts.
Part one is about …
Part two is about … (…)
In the last part I'll/ we'll talk about …

First I'll/we'll …
Then I'll/we'll …
Finally, I'll/we'll …

I'll/We'll try to answer your questions at the end.

Giving 'signals' while you talk

OK, so we've looked at … Now I'd/we'd like to talk about …

That was the first point. And now number two. …

Now let's move on to …

That's all I/we have to say so let's turn to …

Let's turn now to …

Let's look now at …

Using visuals

On this slide you can see …

As you can see in/from …

If you look at … here, you'll see …

This slide/picture/diagram shows …

Summarising at the end and asking for questions

So, to sum up.

Well, that brings us to the end of my/our talk. Are there any questions?

I'd/We'd like to summarise/ recap the main points again.

Does anyone have any questions?

Thank you for listening.

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