

SECTION OVERVIEW

4.3: Presentations to Inform

Informative presentations focus on helping the audience to understand a topic, issue, or technique more clearly. You might say, “Is that all?” and the answer is both yes and no. An affirmative response underscores the idea that informative speeches do not seek to motivate the audience to change their minds, adopt a new idea, start a new habit, or get out there and vote. They may, however, inform audiences on issues that may be under consideration in an election or referendum. On the other hand, a negative response reaffirms the idea that to communicate a topic, issue, or subject clearly is a challenge in itself and shouldn’t be viewed as a simplistic process.

4.3.1: Functions of the Presentation to Inform

4.3.2: Types of Presentations to Inform

4.3.3: Adapting Your Presentation to Teach

4.3.4: Diverse Types of Intelligence and Learning Styles

4.3.5: Preparing Your Speech to Inform

4.3.6: Creating an Informative Presentation

4.3.7: Additional Resources

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