PRESENTATION GUIDELINES

2019 Community Health Worker Conference: You are EPIC—Equitable, Passionate, Invested, and Collaborative

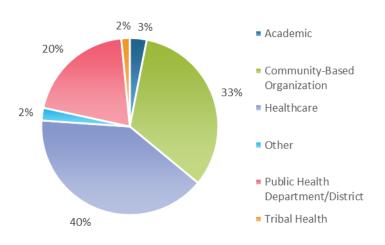


KNOW YOUR AUDIENCE

The Community Health Worker conference welcomes attendees from many backgrounds and professional settings.

- Expect a wide range of education levels, professional experience, and experience with your topic.
- Be inclusive with your audience.
- Check for potentially offensive phrases or stereotypes.
- Avoid jargon or too much clinical language. If you need to use it, be sure to explain it.

2018 CHW Conference: *The Power of Relationships* Professional Setting of Attendees



ENGAGE YOUR AUDIENCE

Keep attendees interested by breaking up your session with interactive activities like small group discussions, role play, asking questions of the audience, or even a stretch break. Make the information clearly applicable to attendees' work.



Take a break or have an activity after 15 – 20 minutes of presenting.

Relate your topic to the work of your attendees.



Ask the audience questions or try other interactive activities.

HELPFUL TIPS

Practice your presentation ahead of time.

- Keep in mind you will need to speak slower for interpreters.
- Time your presentation to end within 45 minutes and allow 15 minutes for audience questions.
- Think of potential questions and develop answers.
- Practice to an audience.

When using PowerPoint, make it effective:

- Limit text on slides to 3 main points
- Use phrases and short sentences
- Spell out acronyms
- Use charts and pictures to explain your message
- Font size should be 20 pt or larger

