Step 1

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| --- | --- |
| Presentation Topic |  |
| Thesis |  |
| Supporting detail #1 (point form) |  |
| Supporting detail #2 (point form) |  |
| Supporting detail #3 (point form) |  |
| Supporting detail #4 (if necessary) (point form) |  |
| Add more rows if necessary |  |
| Conclusion |  |

Step 2

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| Talking points  Don’t write a script for what you plan on saying. Just jot down the key points that you want to cover | Slide Image  Describe the image you plan to have in your slide including text. | Timing  (estimate how many seconds/ minutes you will speak for) |
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