Interactive Presentation: The Role of the Audience

You can contribute to a dynamic interactive presentation by asking the speaker to:

- 1. Tell you more about a particular concept or situation that has been mentioned or discussed in the presentation.
- 2. Define any terms that seem ambiguous or complicated.
- 3. Explain a visual aid in more detail.

Or you can:

- 1. Provide an appropriate source of information, example or fact that supports the speaker's position.
- 2. Provide an appropriate source of information, example or fact that contradicts the speaker's position.

Essential Gambits for Interactive Presentations

- Hesitation
 - Uh Well, um . . . Let's see. Let me think. How should I put it? That's a good question. I'll have to think about that.

• Clarification: Others

Sorry, but I don't see what you mean. Could you be more specific? Could you explain in more detail? Do you mean . . .? What do you mean by . . . ? If I understand you correctly, . . . What you're saying is . . . What you're trying to say is . . . (careful) Are you sure? (careful)

• Clarification: Self

What I mean is What I meant was What I'm saying is ... What I'm trying to say is In other words, I didn't mean to say that.

• Interruptions

Pardon/excuse me, but Sorry/excuse me for interrupting, but May I ask a question? May I add something? I'd like to comment on that. I'd like to say something here. Could I just jump in here? What about ...?

• Refusing Interruptions

Please let me finish. Just let me finish my point; I'll get back to you. I'd like to finish what I was saying. Could I just finish my point?

• Resuming after Allowing Interruptions

In any case, One last point, To return to X, To get back to X, Anyway,

• Giving an Opinion

I think I believe In my opinion, As far as I'm concerned, Personally, I think that It seems to me that

- Asking about Agreement Don't you agree? Do you agree? Wouldn't you agree? Don't you think so?
- Agreeing and Disagreeing That's a good point. I agree with you. That's true. That makes sense. I think so too. I couldn't agree more.

That's not how I see it. I don't really agree with you. I'm afraid I can't agree. I'm not sure I agree with you. Yes, that may be true, but Well, you have a point, but I can see your point, but I see what you mean, but 15.279 Management Communication for Undergraduates Fall 2012

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