

Handling mistakes

It is inevitable mistakes will happen when you are delivering your presentation, so you should go into every presentation thinking “I will deal with whatever goes wrong.” Use the space below to draft how you will deal with difficult situations during your speech.

When I forget something I will...

eg. I will move on to the next topic and return to the item I forgot later.

When I make an error with words or data I will...

eg. Quickly apologize and re-iterate the previous sentence with the correct information.