Instructor Guidelines

- Make sure the presentation content matches the description on the instructor sheet. Your presentation should not be a sales pitch for your organization.

- Carefully budget your presentation time, allowing time during and after the presentation for questions.

- Engage the audience; Structure your presentation to encourage audience participation.

- Who is your audience; Structure your presentation in a context that the audience can relate to, especially those who are not familiar with your topic.

- Keep it simple. Less is more and that includes the use of too many slides.

- Use easily read fonts (20 points or greater and appropriate color), so the entire room can see it.

- Click the links below to watch several short videos that can be found on NGA’s GOS webpage. The videos provide important facts to consider when developing a presentation and delivering it.

- Send your electronic presentation to the NGA Gas Operations School Committee member that is working with you by May 1, 2020.

- [Preparing the presentation (11 MB, MP4 video)]
- [Body posture (7 MB, MP4 video)]
- [Engaging the audience (14 MB, MP4 video)]
- [Kahoot – For a more interactive presentation]