

Audience: _____

Decision: _____

OPEN:

Purpose: State the decision the audience can make as a result of this presentation

Grab attention:

Overview Key Points:

BODY:

Key Points: Decision Factors/Criteria/Considerations/Topics

• Key Point: _____

• Key Point: _____

• Key Point: _____

Q&A

CLOSE:

Recap Key Points:

Call to Action:
