



UNIT 1 - PRESENTATION - FBI II - 2019

Study this set online at: <https://www.cram.com/flashcards/unit-1-presentation-fbi-ii-2019-10409586>

Presentation

a speech or talk in which a new product,idea, or piece of work is shown and explained to an audience

Executive

relating to or having the power to put plans or actions into effect

Display (information)

images or data shown on screen

Diagram

a simplified drawing showing the appearance,structure, or workings of something-a schematic representation

Table

a set of facts or figures systematically displayed in columns

Chart

a sheet of information in the form of a table, graph,or diagram.

Graph

a diagram showing the relation between variable quantities , typically of two variables , each measured along one of a pair of axes at right angles

Handout

a sheet or sheets of paper containing topical information, distributed to people attending a speech, lecture, or meeting.



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Presentation delivery

the way you present your topic

Projector

is a device that is used to project rays of light with a system of lenses for projecting slides or film on to a screen

Slide

a transparent sheet showing information or the part of ppt (power point presentation) with text on it

Image

A visible impression obtained by a camera, telescope, microscope, or other device, or displayed on a computer or video screen

Laser pointer

a device used to draw attention to an area with light

Public speaking

Speech of presenter for audience on a presentation

Audience

a group of listeners or spectators

Topic

a heading in an outlined argument or exposition



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Outline

A general description or plan showing the essential features of something but not in detail

Verbatim

word-for-word

Body language

it is a way that the presenter uses his/her body and face during presentation

Eye contact

Several times during the speech, presenters should look up to see audience

Glance

to look quickly

Succinct

said in a clear and short way

Notes

a short informal letter or written message

To bore someone

to talk or act in a way that makes someone lose interest



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Review

to think or talk about something again, in order to make changes to it or to make a decision about it

Summarize

At the end of speech, presenter should repeat most important points. If presenter needs to fill some time, he should offer a question

Quarter

one of four equal or almost equal parts of something

Increase

to make something become larger in amount or size

Expand

to increase in size, number or importance

Decrease

to become less, or to make something become less

Declined

to gradually become less, worse, or lower

Bottom out

to have reached the lowest point in a continuously changing situation and to be about to improve



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Shrink

to become smaller, or to make something smaller

Sales

the number of items sold

Grow

to increase in size or amount, or to become more advanced

Steady increase

Gradually improving something

Peak

the highest, strongest, or best point, value

Fluctuate

to change, especially continuously and between one level or thing and another

Drop

to fall or to allow something to fall

Figure

the symbol for a number or an amount expressed in numbers



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Is/equals/comes to

. be equivalent to

And/plus/add

with the addition of

Minus/less/subtract

with the subtraction of

Times/multiplied by

multiply by

Over/divided

to separate into parts or groups

Low sales

Unproductive behaviors that produce low sales

Sales number

The quantity or number of goods sold or services sold in the normal operations of a company in a specified period

Competitors

a person, team, or company that is competing against others



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Ups wing

an increase or improvement

Finish h the year with a bang

ends with a lot of energy, enthusias m, or succes s

Significantly above/below competitors

in a way that is easy to see or by a large amount

Median sales

The median sale price is the sale price in the middle of the data set when you arrange all the sale prices from low to high