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This exercise augments classroom discussions of presentations.

- 1. List the members of your group below. Underline your name.
- 2. List the five most important guidelines for successful presentations. Provide brief illustrative examples.

3. List five characteristics of poor presentations.

4. Repeat Questions 2 and 3 for figures and other graphics.

5. Sketch the first two and last two nontrivial slides of your presentation.