

## Presentation of your Amendment at the Convention

The presentation of your amendment is crucial to your success during the MAV Convention. It should be well organized, clear and persuasive. The following outline is given as an example that you may want to use in preparing and giving your presentation. But it is just one approach.

1. **Introduction** –
  - a. Introduce your Proposed amendment and explain what it will do. You may want to use a descriptive title, but do not need to read the amendment (it will be in the program).
  - b. Introduce the 2-4 most important reasons why you feel this amendment is needed. This is just to identify the needs. You will discuss them in greater detail during the body of your presentation.
2. **Discussion of Needs** – discuss each of the needs you have identified in greater detail. Different team members could be assigned to discuss one of the needs.
  - a. Explain what the need is in greater detail. You may want to refer to a slide in your Graphic Enhancement which helps explain this need. It may be a graph or chart, or a quote from an authority on the subject.
3. **Conclusion** – Summarize the above parts of your presentation and ask for support.

## MAV Graphic Enhancement Guidelines

The Graphic Enhancement can be an important part of your presentation during the MAV Convention. It should be prepared to **sequentially follow** your presentation.

Your Graphic Enhancement will be downloaded to our computer and will be controlled by one of our staff. To coordinate your presentation with the slide presentation, your presenter should say “Next slide please.” This will prompt our controller to go to the next slide.

What to may want to include:

- Your amendments name with an appropriate picture (if available)
- Graphs or charts that add impact to points you are making in the your presentation.
- Brief quotes – you may want to include a picture of the person you are quoting.
- Pictures, drawings or cartoons that emphasize a point you are making in your presentation.

What to avoid

- A word for word repetition of what you are saying.

Some ideas on synchronizing your graphics with your presentation.

- As you begin your statement of needs you may want a slide that summarizes the needs you will discuss.
- As you discuss each of these needs you may want to show slides that graphically present what you are saying.
  - Graphs or pie charts
  - Photos or images that enhance what you are saying and add impact.