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### 10 steps to a great beginning

*Great Beginnings*

By Tad Simons

1. When preparing your presentation, write your beginning last.
2. Be original and creative, but not weird or creepy.
3. Practice your opening – and closing – until you know them cold.
4. Take three deep breaths before you go onstage.
5. Acknowledge why you're speaking, and for what purpose, in the first 30 seconds.
6. Immediately make eye contact with two or three people in the audience.
7. Be open, honest and friendly.
8. Don't rush – speak slowly and clearly.
9. Keep your opening succinct and to the point.
10. If your opening doesn't work as well as you'd hoped, dive right in to your subject matter and don't look back.

Originally published in the May 2005 issue of *Presentations* magazine.

#### Also see:

[Great Beginnings](#) (main story)

[10 steps to a Great Beginning](#) (sidebar)

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