

## Shaping Your First Draft through Storyboards

### ✓ **What is a storyboard?**

A graphical representation which can be used to plan the content of a presentation

### ✓ **What are some benefits of a storyboard vs. going directly to PowerPoint or another presentation tool?**

It encourages:

Brainstorming ideas

Confirming communication of message

Defining the order of content

Planning visuals

### ✓ **Define your message**

Decide on the most important ideas, skills and/or concepts you want to convey to your audience. If attendees remember one thing from your presentation, what should it be?

### ✓ **Brainstorm content**

Create the hierarchy of outcomes you'd have to show or teach to communicate your message. For each outcome, list the topics necessary to achieve these outcomes.

### ✓ **Create your storyboard**

Once you have defined **what** you are going to present, you can use a storyboard to lay out **how** you will present it. Using a whiteboard, sticky notes, legal pad, or drawing tool, take each topic and turn it into a headline. Arrange the order of your content with headline 1 in the first drawn square or sticky note followed by headline 2 and so on. For the most part, each headline will be turned into one slide although you may occasionally combine one or more into a single slide.

### ✓ **Decide on the best method to communicate each point**

What is the most compelling way to convey your idea? Is it a photo, video, text, chart? Indicate the medium for each. You'll write out the detailed text or select/create the image after you are done with your storyboard.

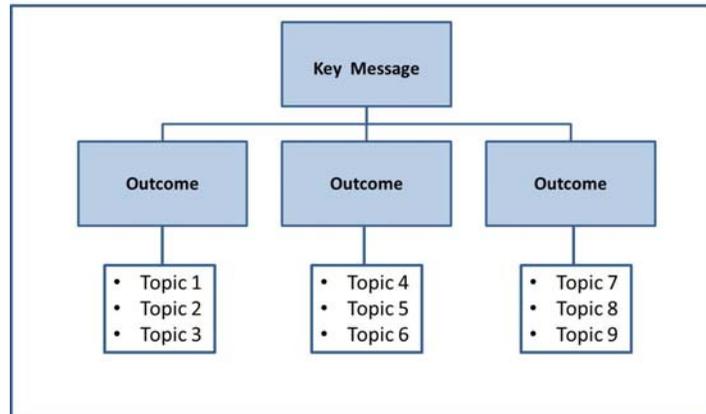
### ✓ **Transitions**

Develop the story between the stories. Decide how you will transition from one topic to the next.

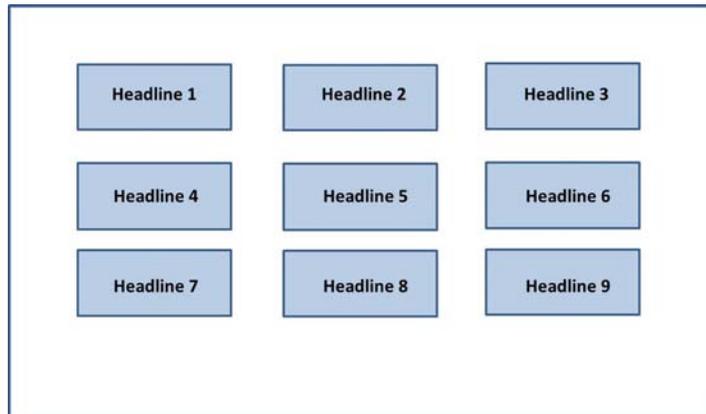
### ✓ **Step back and evaluate**

Have you communicated your message? Is your content compelling and engaging? Does the flow support your message? If not, brainstorm more ideas, remove what doesn't work, and/or rearrange the order.

### Define Message, Outcome, and Topics



### Turn Topics into Headlines and Arrange in Chronological Order



### Develop the Story between the Stories

