
Signposting Language for presentations

1. Introducing the topic

*The aim of this presentation is... / My presentation today is about... /
Today I'd like to talk about...*

2. Listing the points

*My talk will be in two (three, four) parts: First,...after that,... then,... finally,...
Firstly,... Secondly,... Thirdly,... Finally,...
I'll begin by looking at... Then, I'll move on to...Towards the end I ...*

3. Changing the topic

Now I'd like to turn to... / Now let's look at...

4. Focusing your audience's attention

What is interesting/important is... / Notice/Observe that

5. Referring backwards/forwards

*I mentioned earlier... / We'll come back to this point later...
John discussed this in his part on... earlier*

6. Referring to visuals

*Looking at the chart you can see... / As you can see from the graph,...
The graph/chart shows...*

7. Checking understanding

Is that clear? / Are there any questions?

8. Speaker's attitude

*I believe/think that... / It seems to me that... / The point I'm trying to make here is
It's important/interesting to notice...*

9. Referring to common knowledge

As you know... / As I'm sure you are aware... / It is commonly known that.../

10. Dealing with questions

*That's a good point... / Can we get back to it later?
I'm afraid I'm not the right person to answer this question.*

11. Ending the presentation

*So, to sum up... In conclusion (we can say that)...
If you have any questions, I'll be pleased to answer them.*