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"Right of the Listeners"

1. Goals

The audience's right to know what the presenter wants them to do or think when the presentation is over
The right to know the reasons for their involvement
The right to time well spent

2. Respect

The right to contribute to intellectual content and share in the outcome
The right to be treated kindly and courteously
The right to be taken seriously and noticed
The right to honesty when the speaker doesn't know the answer to my questions
The right to vote with your feet and walk out of the room if the presentation is lousy

3. Time Management

The right to expect breaks now and then, and not just for biological needs
The right not to waste my precious time
The right to expect breaks now and then, and not just for biological needs
The right not to waste my precious time
The right to know in advance how long the presentation will last
The right to a punctual start and punctual end of the presentation so that my own schedule is not jeopardized

4. Contents

The right to know where the journey is going and how the presentation is structured
The right to know important information at the outset
The right to read the most important content
The right to know what arguments the speaker uses to justify his position and what facts this argument is based on
The right to factually correct and complete content

5. Charts

The right to read any word on any chart from any seat without having to use opera glasses
The right to look at the charts until I understand them
The right to an explanation of complicated diagrams
The right to disclosure of sources

6. Flexibility

The right to interrupt the presentation for discussion to allow the group to reach a common understanding

The Right to Prioritize Disorders

The right to ask questions at any time and to expect answers to those questions,

The right to expect help with difficult tasks

7. Lecture Technique

The right to hear the speaker from the back row

The right to let the presentation affect me without being distracted by wild gestures

The right to see the speaker's face and not the back of his head...

The right to enjoy the presenter's humor

The right not to be bored by a lack of emphasis

8. End

The right to get a clear overview of the content discussed

The right to be able to read this content again later

The right to leave the room feeling that something worthwhile has been accomplished

The right to (also) give (negative) feedback

What does that mean?

How do audience rights affect your presentation?

What do you have to do to be fair to the audience?

Be specific!

Why are you giving the presentation?

Who do you want to convince of what?

How much time do you have?

Which media are best?