

Presentations



a guide to making
presentations
accessible for people
with learning
disabilities



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This leaflet was made in consultation with
REACT Preston
REACT is a group of people with learning
disabilities who are "experts by experience".
They are based in Preston and do training and
consultation work within the North West.

The Partnership Board is attended by a variety of people. There will be people who have learning disabilities. Here are some tips to consider when making your presentation.

Use visual materials and illustrations wherever possible.

This helps people with learning disabilities to retain the information and keeps them interested.

Keep your topics short and brief.

Think about keeping your topics to no longer than 20 minutes.

Try and make your handouts visual, selecting one or two main pictures to support the information.

This will help carers to talk about the information with the people they support.

Avoid using jargon in your presentation.

If there are words you need to use think about sending the Partnership Board a glossary of jargon before your presentation.

Plan to introduce your topic; explain clearly what you are going to talk about.

People need a beginning, a middle and an end.



Think about making your presentations interactive by involving your listeners.

Speaking directly to people with learning disabilities helps to keep their attention. Try group work.

Also during the presentation remember...

Keep your sentences short and simple and avoid the abstract as much as possible .

People with learning disabilities have difficulty understanding and remembering longer pieces of information.

Speak clearly, make sure your voice can be heard at the other end of the room.

People with learning disabilities often struggle to listen and hear.

Do not speak too fast and don't be afraid of repetition.

Sometimes saying things again or in a different way helps people to understand.

Check that people understand.

Do this as you go along giving people regular opportunities to ask questions.

At the end of your talk summarise your main points and once again ask if anybody has any questions.

