If it is a senior citizen meeting, don't plan to have illustrations that make them stand up and sit down, repeatedly. If it is "junior church" hold off on the differences between Calvinism and Arminianism. Exact specifications in this area are rare so one may have to "play it by ear" but at least seek to ascertain the sort of audience to be expected.

You may think of other things in this category but these mechanics may be called the "nuts and bolts" of your presentation opportunity.
C. Determine what You Want to do...or What You are Asked to do.

This is an important consideration and it is more that simply attempting to fill an obligation.

1. Do you intend to give a talk, make an announcement, lead a class. Know your assignment
2. If it is in the "talk" class:" do you wish to expound a text, study a topic (doctrine, etc.), explain a passage. These are not mutually exclusive but one aspect will dominate. If one's aim is to do all at once.....well....it can be done but must be carefully studied.
3. One may aim to make a specific challenge to a life situation and in this category you will think of: The Gospel

The Call to Service and Commitment, etc.
The speaker's own experiences and preferences will greatly influence this point.
4. And ultimately what one wants to do is....the Will of God in the particular setting One wants the Lord to be honored, His people edified, and those who are "outside" challenged to believe. This becomes the great point to which other things lead.
D. Consider the Resources for Your Service in this Opportunity.

In this regard our entire lives are before us. Every part of human experience and observation is at your service. I enumerate these resources which are uniquely yours and all of ours in the presentation of the Word of God.

1. Your salvation experience
2. The Bible knowledge one has acquired. We are all still learning in
