

3rd Lesson (2 hours)

Objectives

- Understand the content and the stages of an oral presentation
- Preparation for an oral presentation : Planning, structuring of oral presentation
- Students identify key stages of the example presentation – greeting, introduction, main points in order of importance, conclusion
- To have students thought share in a group
- Preparation for an oral presentation : language and delivering of oral presentation

Steps

1. As soon as the Ss complete their research, the T shows them the ppt **Preparing and delivering an oral presentation**. At times, stop and have them do what the slide says. Hand them out the **PRESENTATION OUTLINE doc** and have them keep notes. For example, after you show them Slide 5 ask them to discuss in groups and finalise what the subject of their presentation is as well as their objectives. Then have them complete the outline with the main details.
2. After the ppt, leave them enough time to continue with researching, planning and structuring their presentation. Encourage them to share their thoughts within their group which will help them develop and shape their ideas.
3. Now, you also need to spend some time teaching them the presentation language they should use. As the Ss remain in their groups (of 3), photocopy one set of the **Presentation language game doc** for each group. Cut them up along the lines. Since your class is B2+, you can choose whether you should give them the headings or not. In the first case, you cut up all the phrases (headings included), mix them up, and you ask them to sort them out into the categories. In the second case, if you want to make it a little bit more challenging, you can remove the headings, tell them there are 10 categories related to giving presentations and ask them to sort them out accordingly and also decide on what these 10 categories are. If a group finishes first, show them the correct list and ask them to check out if they have listed everything correctly. Then, send these Ss to the rest of the groups to help the rest of the groups out.

4th Lesson (2 hours)

Objectives

- Students prepare their power point presentations
- Students prepare visuals for their presentations
- Students prepare their presentations deciding who is going to say what and how
- Students learn how to handle their fear of public speaking
- Students learn to rehearse their presentations
- Students deliver the presentations in front of the class, with the audience having an observation task to complete

Steps

1. Now that all the main details have been completed, pass the **storyboard** on to them and ask them to complete this too. In this way, you ask them to decide exactly what will go in each slide before they actually start working on the power point app.
2. Ask them to prepare any visuals they will include in their presentation.
3. The Ss also decide who is going to say what and in what order.
4. A lot of Ss might suffer from fear of public speaking. Have them watch the video and complete the exercise (**Public speaking exercise**) https://www.youtube.com/watch?v=tShavGuo0_E
5. Explain to Ss that one basic way of dealing with fear of speaking is rehearsing their presentation several times before they actually deliver it in front of an audience. Suggest they can rehearse their presentation and film it! Students use smart phones or tablets to film each other. They can then watch the video and complete a formative evaluation grid which should be given to them in advance. This should help students make improvements to their content, organization, and presentation skills. They can discuss their presentation and see their peers in action.
6. When they are finally ready, they give the presentations in class in front of their peers. Each group has been given an **evaluation form** (the T too has one) and they evaluate each other. In the end, they decide on the best presentation and a prize is awarded to them!