

Lesson Plan: Presentation skill 1

Lecturer:

Date:

Rationale: This lesson focuses on teaching students the fundamental concepts of giving presentations and the presentation skills. To begin developing presentation skills and becoming a skillful speaker, the students will learn to set their target audience, why writing matters, what goals students should set, what to include to hold the attention of the audience, and how students could map out the journey of their presentations.

Goals: By the end of the class students will:

- Know the fundamental concepts of giving a clear, concise and interesting presentation.
- Know the ways to structure a presentation.

Objectives: By the end of the class students will:

- Demonstrate their knowledge of what an effective presentation should be, by answering my questions about what communication is, who they want to speak like, and why.
- Demonstrate their knowledge of what fundamental strategies are required to give a presentation, by telling me how they are going to analyse the audience, the ways to organise the presentations, how they can write slides, how to make their presentation interesting and inspiring and how they map out the route by which the presentation might/will be given.
- Demonstrate their knowledge of the preparation for a presentation by summarising my lecture on how to present for communication and classroom activities as homework.

Materials: You can download the PowerPoint file here: http://www.usingenglish.com/files/ppt/Presentation_Skill_Training_1.pptx. The film trailer of *The King's Speech*, and Handout: activities worksheet

Procedures: **(10 minutes)** Start the class off by giving an outline of this teaching unit and then ask the students to brainstorm what they know about presentation communication in terms of relationship with the audience, how the presentation is delivered, and how to build confidence in becoming a speaker by answering my questions.

(10 minutes) See what the students' answers are like and tell them the story of King George VI's speaking issues. I will ask them what are the implications of observing the King's practice speaking experience for their practice giving a presentation. To

this end, I will ask students what their difficulties are in giving presentations and how they deal with them.

(15 minutes) Now I introduce students and discuss the different strategies for an effective presentation on communication. I will ask students to do the following activities to raise their awareness of what strategies are essential in giving a presentation. These activities include students' analysis of 1) the potential audience, 2) the ways to structure a presentation, 3) aims for writing slides, and 4) what defines an interesting presentation in their points of view.

(10 minutes) Finally, I direct the students in this individual and paired activity by having the students summarise the points about my lecture on an effective presentation. After that, they are encouraged to share with their peers the concepts that are important to add to their "presentation repertoire" and why.

(5 minutes) Students can ask questions about this unit and the assignment to be completed this week. I will ask them for feedback on my teaching and the content of delivery.