

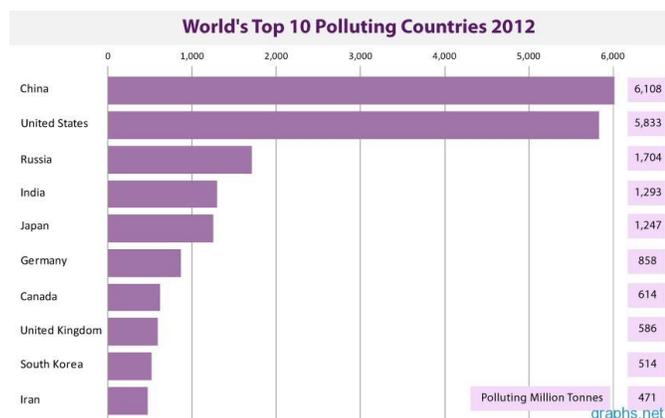
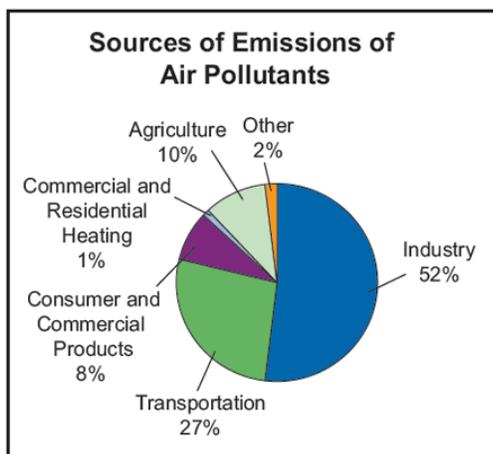


English for the Global Citizen

Suggestions for the basic project structure:

1. Introduction (an explanation of why the topic is relevant)
 - A. provide basic background information
 - i. who, what, where, when, why, how
 - a. It helps to tell your audience that 1,000,000 people are affected or 50% of the population. If the issue affects many people, the topic becomes relevant.
 - B. focus on 2-4 main points (how much time and how many people will present affects how many points to develop)
 - i. provide specific details
 - ii. give examples
 - C. conclude by suggesting solutions or predicting what will happen in the future if something is done or not done.
 - i. Your audience will want to know if there is anything they can do.

It helps to use charts and graphs when presenting numbers to the audience.





- Each of your group members only needs to talk for 2-4 minutes. Focus on the important points. You don't need to cover the entire topic in detail. Find information that you think is interesting and necessary to understanding the issue. One person could do the introduction; the main points could be broken into two groups so that two people could cover the main points. One person could do the conclusion.
- If you aren't sure whether you have enough information, time yourself using your phone. Practice together as a group. Ask questions and give suggestions to everyone in your group. Help each other with grammar and pronunciation.
- If you are using PowerPoint:
 - Project your project on the screen and look at the colors. They often appear different from your computer screen. Do you have dark colours on a dark background? If so, try white or a very light version of your background. How does it look?
 - Are your font sizes large enough? Stand at the back of the room. Can you read the text easily?
 - Have you animated the text on your slides? Put your text in ONE text box and bullet your points. Animate each bullet point individually.
 - As much as possible, do not use complete sentences on your PowerPoint. Try to use words and phrases. The purpose of the PowerPoint is to highlight what you are saying.

For your presentation, USE NOTES - NOT COMPLETE SENTENCES IN A SCRIPT!
If you read from a script, your voice will always be flat and too regular. DON'T
MEMORIZE YOUR TALK! Know what you are talking about and use notes to remind
you of your main points.