

8 Worksheet on Presentation

Texts: "Faking it" and "Whoever owns the fuel", from: Martin Arndt/Karl Sassenberg, *Australia and New Zealand*, Viewfinder Topics (München: Langenscheidt, 2010), pp. 63f.

A PRESENTATION: BACKGROUND INFORMATION

When you give a presentation or paper, you present information or your ideas/views to your listeners in a formal way, often illustrating what you say with examples, proving your points etc. A presentation normally makes use of visual aids while a paper is usually a spoken text, but the differences between them can be quite fluid. However, you must not forget that your presentation/paper will be heard rather than read, so you have to be particularly careful about the way in which you present your information. Listening requires more attention and concentration than reading, and as very few people can concentrate for longer than ten minutes at a time, the presenter or the speaker has to give the listener some help. Whatever the theme or whatever the purpose a presentation is always a presentation of the presenter in a public forum. On the one hand, the aim will be to convey a certain type and amount of information to other people; on the other hand, it will also be to make a good impression on your audience. These two things belong together, of course. The following tips should help you to be successful in both respects.

General:

- ☐ Prepare yourself well beforehand and think about what your audience will be expecting or be interested in.
- ☐ Have a clear aim in your mind what you want to say and what you want to achieve with your presentation/paper.
- ☐ Make notes on what you are going to say, but do not compose and read out a finished script.
- ☐ Keep to the time allowed.
- ☐ Practise beforehand.
- ☐ Make sure you can be heard by everyone and don't rush through too quickly.
- ☐ Leave some time at the end for questions and/or discussion.
- ☐ Don't hide behind your notes but look at your audience.
- ☐ Don't be afraid to repeat yourself and summarise your points every few minutes or so.
- ☐ It is helpful for the listener to know what to expect from a paper, so you should state at the beginning what it is you will be talking about. Don't forget to summarise your main points at the end.

Presentation

- ☐ Use visual aids (PowerPoint, poster etc.) to underline or illustrate what you are going to say. You should illustrate what you are saying with diagrams, maps etc., where appropriate. But don't overdo it. Too many PowerPoint slides can be distracting.
- ☐ If you use visual text support, don't just read out what you have projected onto the screen.

This background information is based on explanations from the Viewfinder Reference Library, which can be downloaded for free from this URL:

http://www.langenscheidtunterrichtsportal.de/viewfinder_reference_library_1740.html

(Please copy and paste this hyperlink into your browser.)

B PRESENTATION: AUSTRALIA – ONLY A SUNBURNT COUNTRY?

The following text gives some information on problems modern Australia has to cope with at the moment.

Text: **John Pilger, Australia's Katrina moment** –January 27th, 2011

Source: <http://www.johnpilger.com/articles/australia-s-katrina-moment>

(Please copy and paste this hyperlink into your browser.)

Vocabulary

rapacious (adj.): wanting more money, goods etc. than you need or have a right to – **crony** (n.): one of a group of people who spend a lot of time with each other – **to lap** (v.): if water laps something or laps against something such as a shore or a boat, it moves against it or hits it in small waves – **swathe** (n.): a long thin area – **chook** (n.): Aussie slang word for “chicken” used as a 'nice insult,' especially when somebody has done or said something really obviously retarded that's only worth laughing about

Explanations

Katrina: refers to Hurricane Katrina from 2005, being the deadliest US-hurricane for 80 years – **International Union for the Conservation of Nature:** an international organization that is dedicated to finding "pragmatic solutions to our most pressing environment and development challenges, e.g. by informing the public on which animal species is in jeopardy – **Oprah Winfrey:** (*1954) an American businesswoman, talk show host, actress, producer, and philanthropist – **World Wildlife Fund for Nature:** an international non-governmental organization that is committed to issues like regarding the conservation, research and restoration of the environment – **gerrymandered election:** an election that is won because the size and borders of an area were changed before the election so that one person, group, or party had an unfair advantage

C QUESTIONS AND TASKS

The text above gives some information about ecological and political problems modern Australia has to cope with. Imagine you are asked to present this information to your class.

You should

- read the text carefully, look up all the unknown words, make sure that you have understood everything,
- write down in one sentence what the text is about,
- mark all the words/sentences/passages which you consider as important,
- find out if there is a structure/line of argumentation.
- Look for a message or conclusion.

Now you may prepare a presentation of the important information contained in this text.

You can either develop a handout or a PPP to help people understand what you say.

The following questions are supposed to help you develop such a presentation.

1. What is the topic of the text? Find a new headline.

2. What does the original headline suggest?

3. What are the consequences of recent natural disasters?

4. What went wrong and who is mainly responsible?

5. How has the Australian economic and political elite failed to help people ruined by recent disasters?

(Karl Sassenberg)