



Faculty of Science



Oral Presentations

A Structured Guideline

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A Structured Approach

Teacher works as moderator throughout the entire process and ensures that time tabel is kept. Three steps:

- A group makes a presentation while audience listens and take notes
- Teacher asks audience for feedback comments while presenting group takes notes
- Finally, Group presenters make their rebuttal



Time Frame

- 15 minutes for presentation
- 10 minutes for audience feedback
- 5 minutes for rebutal



Group Presentation

- All presenters need to say something
- All presenters should say something of equal importance



Technical Correctness?

- Are there any errors or flaws?



Presentation

- Body Language
- Sound level
- Clear speech
- Language
- Equipment (Technique)



Communication

- Is there a red line?
- Is the argumentation easy to follow?
- Is there a punch line
- Is “all” explained in sufficient detail?
- Does the message reach the audience?

