ex 12 p 165

A presentation is the practice of showing some content to an audience which is used in business, learning, art, etc. Business presentations can be used for staff motivation, reports. Learning presentations often consist of researching some subjects. And artists often do presentations for demonstrating some painting techniques or interior design, etc. There are three basic purposes of giving an oral presentation: to inform, to persuade, or to build goodwill.

Good presentation consists of an introduction, where there is an icebreaker (e.g. a nice story, interesting fact or some sort of activity), a body, where there are the main points of the problem you solve (the body could be constructed in different ways, e.g. timeline, climax, problem and solution, classification, etc.), and the closing, which provides an audience with possibility to ask any questions.

When you create a presentation, you have to learn some tips: use visual aids, do not put in a presentations tons of text, only look briefly on the presentation.

ex 16 p 168

a F

b F

c F

d T

e T

f F

g T

h F

I T

J F

K T

ex 17 p 169

1 f)

2 c)

3 k)

4 a)

5 h)

6 l)

7 d)

8 i)

9 b)

10 j)

11 e)

12 g)