



## Unit 4 – LINKING IDEAS

**Skill focus**

- Linking all ideas using transitions and sequencers
- *Practicing useful language*

**I. Engage**

With your partners, ask them about their last trips: “Have you been on a holiday recently? Where did you go? What did you do?”



You shouldn't eat foods that are...

**TIP**

*Transitions and sequencers are necessary for the coherence and logic of your presentation*

**II. Study****Task 1**

In pairs, have a look at some transitions and sequencers below and match with the purposes of these phrases.

1.	Firstly... secondly...thirdly Then... next... finally/lastly... Let's start with... Let's move on/go on to... Now we come to... That brings us to... Let's leave that... That covers... Let's get back to...	a.	<b>Comparing</b>
2.	Therefore So As a result That's why	b.	<b>Summarizing</b>
3.	Similarly In the same way	c.	<b>Contrasting</b>
4.	In conclusion To conclude	d.	<b>Contradicting</b>
5.	To sum up In brief In short	e.	<b>Concluding</b>
6.	But However	f.	<b>Highlighting</b>
7.	In fact Actually	g.	<b>Giving reasons/causes</b>
8.	By the way In passing	h.	<b>Digressing</b>
9.	For example For instance Such as	i.	<b>Sequencing/ordering</b>
10.	Usually Generally As a rule	j.	<b>Giving examples</b>
11.	In particular Especially	k.	<b>Generalizing</b>

**TIP**

Vary the linking words/phrases to connect your ideas

**III. Activate****Task 2**

Link the ideas in these sentences by adding an appropriate word or phrase.

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. That was a good meeting. (<i>By the way...</i>)<br/>Did I tell you about the match last night?</li> <br/> <li>2. Our competitors are becoming stronger.<br/>One of them, Falcon, has a joint venture with a Japanese firm.</li> <br/> <li>3. I've divided this into two parts.<br/>The issue of profit-sharing.<br/><br/>The question of share option schemes.</li> <br/> <li>4. This year we have lost market share.<br/>We expect to remain No.1 in the market.</li> <br/> <li>5. There are some vital factors to consider.<br/>The risk of a take-over bid.</li> </ol> | <ol style="list-style-type: none"> <li>6. Falcon has reduced its costs by relocating.<br/>We must consider cutting the cost of our premises.</li> <br/> <li>7. We've had a difficult year.<br/>We've still made a healthy profit.</li> <br/> <li>8. We expected to lose money in the Far East.<br/>This was our most profitable market.</li> <br/> <li>9. The yen dropped against the dollar.<br/>We made considerable profits on the exchange rate.</li> <br/> <li>10. There have been some failures on occasions.<br/>We have been very successful.</li> </ol> |
|---|--|

**Task 3**

*Make the “signpost” sentences using elements from each column.*



1. Before I move on to my next point,	come back to	next question.
2. This brings	the issue	point, which is price.
3. This leads	let me go	this question later.
4. Let's now turn to	we are discussing	our new sales strategies,
5. As I mentioned	to the next	a brief overview of our activities
6. I'd like to	before, I'd like to give you	earlier
7. Let's go back to what	us directly to my	through the main issues once more
8. As I said earlier,	I'll be focusing on	of customer service.

Task 4



In pairs, complete the table below. Then practice speaking, focus on **word stress** and intonation.



Today, I'm going to tell you how to make simple Korean Kimbap				
slice some processed crab meat into strips		slice carrots into strips		chop pickled yellow radish into strips
(Transition from preparing the raw ingredients to boiling some other ingredients for Kimbap)				
boil some spinach		fry 2 eggs and slice into strips		boil and slice sausages into strips
(Transition from boiling some ingredient for Kimbap to making Kimbap)				
carefully place the rice on top of the dried seaweed, around two or three grain thick and only on 75%		place your desired contents at one end and leave a small space.		roll tightly.
And finally cut into one finger wide pieces between 1 and 2cm and serve kimbap with mayonnaise sauce.				

## Task 5



In groups of three, choose one of the below topics. Then, plan your own presentation base on the following Presentation Planning Sheet.

<p>a famous film star</p>	<p>a famous tourist destination in the world</p>	<p>a kind of music</p>
<p>a part-time job</p>	<p>social network (Facebook, Instagram, Twitter...)</p>	<p>a famous cuisine</p>
<p>a traditional costume</p>	<p>giving a good presentation</p>	<p>your idol</p>
<p>time management</p>	<p>a famous festival in the world</p>	<p>a handicraft village</p>
<p>keeping fit</p>	<p>improving Speaking skill</p>	<p>how to raise a pet</p>



### Presentation Planning Sheet

Introduction

Main body

Topic: \_\_\_\_\_  
\_\_\_\_\_

Audience: \_\_\_\_\_  
\_\_\_\_\_

Reasons: \_\_\_\_\_

Purpose: \_\_\_\_\_  
\_\_\_\_\_

Main point 1

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Transition

Main point 2

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Transition

Main point 3

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Transition

**Task 6**

In groups, practice presenting your chosen topic. Take turn to present and make sure all group members have chance to practice. Use the following Group Presentation Evaluation Form for your comments (page 31)

**Group Presentation Evaluation Form**

Name: \_\_\_\_\_ Topic: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Introduction:</b> Were the group members, topic, purpose, length, invitation to the question/answer session and the sequence of the presentation clearly introduced?	/10	
<b>Body/ Content:</b> Was the content of the presentation clear, easy to understand, <i>informative</i> and <i>interesting</i> ?	/10	
<b>Conclusion:</b> Was there an ending of a presentation?	/10	
<b>Organization:</b> Was the presentation – and each part – organized in a logical sequence? Were the parts connected with <i>transitions</i> ?	/20	
<b>Communication Skills:</b> Did the speaker use <i>body language</i> ?	/10	
<b>Visual Aid:</b> Was the poster clear and easy to follow?	/10	
<b>Grammar/ Vocabulary:</b> Did the speaker properly use the correct forms of grammar? Was Vocabulary used correctly and <i>understood by the speaker using it</i> ?	/10	
<b>Pronunciation:</b> Was the speaker's voice <i>slow, clear and easy to understand</i> ?	/10	
<b>Fluency/ Confidence:</b> Did the speaker understand the topic and feel comfortable speaking? <i>Was the speaker able to talk without reading or over-using notes?</i>	/10	
<b>Additional comments:</b>		
<b>Total score:</b>	/100	