

PRESENTATION COACHING

RACHEL APPLEBY, HELTA Hamburg, 2023

How could you help these students? Note any ideas you have in the box below. ↓

A

- **ROB:** Technician at HU TV; B1+
- 40' Conf. talk: Spain; own text
- Prezi: HU TV tech. developments; + live demo
- Lacks fluency; hesitant.

e.g.



B

- **ORSI:** Art historian (?B1+); fluent German
- Wants help with 20' Q+A after conf. talk
- PPT + text (formal) translated from HU
- Focused on what she wants / doesn't want.

e.g.



C

- **KRIS:** Politician; Passive B1-2; Active A2-B1
- 15' key-note speech at international conf.
- Speech prepared by a speech-writer
- Struggles with vocab. & pron.

e.g.



- Dávid: Cognitive neuroscientist
- Passive C1/2; Active B2/C1
- "to improve my English"
- Chatty; regularly attends conferences.

e.g.



AGILE:

"... a methodology to manage a project by **breaking it up into several phases**. It involves **constant collaboration** with stakeholders and **continuous improvement** at every stage.

... an **iterative** approach that helps teams **deliver value to their customers faster**.

Teams cycle through a process of **planning, executing, & evaluating**, so as to be able to respond to change quickly."

www.wrike.com/project-management-guide/faq/what-is-agile-methodology-in-project-management



POSSIBLE APPROACHES / SOLUTIONS:

(A) LINKING SOUNDS

Where could you include a link sound in each sentence below? What is the sound? /j/, /w/, or /r/?

1. *The other person is late.*
2. *If you go over to the right ...*
3. *"I saw a film today, oh boy" [Beatles 🎸]*

Linking sound RULES: If the first word ends with one of the following sounds, ...

- | | | |
|-----------------------------|---|--|
| ... /i:/ /ai/ /ei/ | ➔ | use /j/ |
| ... /əʊ/ /u:/ | ➔ | use /w/ |
| ... /ə/ /eə/ /ɪə/ /ɑ:/ /ɔ:/ | ➔ | use /r/ (or avoid / add a [ʔ] glottal stop). |

(B) POST-CONFERENCE TALK QUESTIONS How to answer NOW (& give yourself time!):

Add the phrases below to the gaps in the procedure:

- (a) *Answer (briefly). (Don't lie!).* (b) *Pause for 3 seconds.* (c) *Rephrase to clarify.*

1. Listen carefully and welcome the question!
2. ...
3. Make sure everyone has heard (repeat if necessary)
4. ...
5. Ask if someone else would like to answer.
6. ...
7. If you don't know the answer, offer to find out.
8. Check the questioner is satisfied with the answer.

(C) SOUNDSCRIPTING *

- | | |
|---|--|
| <ul style="list-style-type: none"> • Double-space text • Use font .18 • Add space to pause between phrases | <ul style="list-style-type: none"> • Add in end-of-line break for longer pauses • Put important (parts of) words in bold • Put VERY IMPORTANT words in UPPER CASE |
|---|--|
- * MARK POWELL

RESPONDING SPONTANEOUSLY: Language Records: **Label the column headings below:**

*****	*****	*****

RECAP

AGILE:

- planning > executing > evaluating
- collaboration
- iterative (incremental steps)
- continuous improvement



↓
responding
to change
↓

➔➔➔ **deliver value faster**

