

Lesson Plan

Date	
Period	
Class	
Lesson	Lesson 2 – Organising content for a presentation

<p>Context of the lesson Where this fits into the “Big Picture”</p>	<p>In this unit, pupils will plan and create presentations about endangered animals. Pupils will explore the concept of ‘fitness for purpose’ when using images, text, colour and sound to enhance their presentation. They will consider how to match and adapt their presentation to a given audience and purpose. Finally, they will evaluate the suitability of their work for different audiences and purposes.</p>	
<p>MLO for this lesson. What will pupils know/understand by the end of the lesson</p>	<p><i>Know:</i> Why they should use bullet points on slides</p> <p><i>Understand:.</i> How much text is suitable on each slide.</p> <p><i>Be able to:</i> Research effectively to find relevant information and be able to transfer the information in a suitable format into a presentation.</p>	
<p>Teacher input/Activities. What the pupils should undertake with approximate timings.</p>	<p><i>Greet and settle students.</i></p> <p><i>Starter</i> Give students a copy of ‘starter.pdf’ each. They should complete this individually whilst the register is being taken Go over their answers in class. Keep safe and add to project.</p> <p><i>Teacher led discussion: text in a presentation</i> Show students ‘presentation 1’. Ask them just to watch, not to make any comments, but to think about what they are seeing.</p> <p>Show students ‘presentation 2’, going through one slide at a time, and discussing what is wrong with each slide.</p> <p>As a class, come up with a set of rules about the amount of text to use on a presentation slide.</p> <p><i>Research and planning</i> Ask students to find the planning sheets that they created last week and finished for homework. They should have a clear idea about the animals they are going to include in their presentation.</p> <p>Show students how to access the ‘talking animals’ files. The files contain numerous facts which students could use as the basis for their notes. They can then supplement their notes with further research using the Internet. Note: Headphones will be needed to make use of these resources.</p> <p>Explain that students need to begin their research and adding the text to their slides.</p> <p>Emphasise that they should not be:</p> <ul style="list-style-type: none"> • Adding colours 	<p>10 mins</p> <p>10mins</p> <p>5 mins</p>

	<ul style="list-style-type: none"> • Choosing font styles • Adding images, sounds, backgrounds or animations <p>They should just be focusing on research and the content of their presentation.</p> <p><i>Individual activity</i> Students should begin their research and adding the text to their slides.</p> <p>Students should access the video tutorials to try to find out how to do things for themselves before asking for help:</p> <p>http://www.teach-ict.com/software/ppt/powerpoint.htm</p>	20 mins
Review/ Summary At least 5 minutes before end.	<p>Ask students in pairs to jot down three guidelines they would give to others about using text in presentation slides.</p> <p>Join pairs into fours and share their guidelines.</p> <p>Brief feedback and discussion.</p>	5 mins
Extension work	Use of master slide	
Homework	Complete research and adding text to slides.	
Materials required	<p>Starter.pdf</p> <p>Access to 'talking animals' files.</p> <p>Headphones</p> <p>Presentation 1</p> <p>Presentation 2</p>	

You may:

- Guide teachers or students to access this resource from the teach-ict.com site
- Print out enough copies to use during the lesson

You may not:

- Save this resource to a school network or VLE
- Adapt or build on this work

A subscription will enable you to access an editable version and save it on your protected network or VLE