

1500015ENGLISH FOR PRESENTATION



UNIT 2 TODAY'S TOPIC IS :

MR. JEMAR LARGO DELA CRUZ

You are giving a presentation, learning about phrases, expressions, and devices, talking about issues, signposting phrases, listening to an expert about the Traffic Support Center, and Reading about Aled's Presentation.

UNIT 2

OBJECTIVES

- Understand how to give a presentation using key points
- Discuss devices, phrases, (prepositional phrase and subordinating conjunctions and expressions to discuss difficult issues, refer to other points, and add ideas.
- Construct signposting using elements and key points.
- Understand and take down notes on the informal presentation
- Discover and practice Aled's Presentation tips.

<https://surl.li/makogx>



LET'S BEGIN WEEK 3 WHERE YOU WILL LEARN THE FOLLOWING :

- UNDERSTAND HOW TO GIVE PRESENTATION USING KEY POINTS.
- DISCUSS DEVICES, PHRASES AND EXPRESSIONS TO BE USED FOR TALKING ABOUT DIFFICULT ISSUES, REFERRING TO OTHER POINTS, ADDING IDEAS.
- CONSTRUCT SIGNPOSTING USING ELEMENTS AND KEY POINTS.



GUESS THE BODY MOVEMENT

Goal: Guess the emotion or action based on body language only—no words or sounds!

How to Play:

Prepare Cards – Write different emotions (e.g., excitement, nervousness, boredom, confidence) or actions (e.g., asking for help, rejecting something, greeting a friend) on slips of paper.

One Player Acts – A player picks a card and silently acts it out using only body language. No talking or sounds allowed!

Others Guess – The rest of the group tries to guess what's being expressed. They can shout answers or write them down for extra challenge.

Points & Rotation – The first person to guess correctly gets a point, and the next player takes a turn. The game continues until everyone has had a chance to act.

Bonus Challenge – Play in pairs where one person acts, and the other reacts using only body language.



GUESS THE BODY MOVEMENT
TICDONFE
CONFIDENT- SHOWS ASSURANCE

<https://surl.li/makoqx>



GUESS THE BODY MOVEMENT GENAING ENGAGING- KEEPS THE AUDIENCE INTERESTED

<https://surl.li/makogx>



GUESS THE BODY MOVEMENT VESUAPERIS PERSUASIVE - CONVINCING

<https://surl.li/makogx>



GUESS THE BODY MOVEMENT CLUARETIT ARTICULATE- SPEAKS CLEARLY

<https://surl.li/makogx>



GUESS THE BODY MOVEMENT YNDAIMC

DYNAMIC- USES ENERGY AND EXPRESSIONS

<https://surl.li/makogx>



YOU ARE GIVING A PRESENTATION

There are 7 seven questions regarding body language in the presentation there could be more than one answer possible. Ask the students as to why they chose their answers.



1. HOW SHOULD YOU STAND?

- a. arms crossed on chest
- b. straight but relaxed
- c. Knees unlocked



2. WHAT SHOULD YOU DO WITH YOUR HANDS?

- a. Put hands on hips
- b. Put one hand in a pocket.
- c. Keep hands by your side



3.HOW CAN YOU EMPHASIZE SOMTHING?

- a. Point a finger at the audience.
- b. Move or lean forward to show something is important.
- c. Use a pointer to draw attention to important facts.



4. WHAT SHOULD YOU DO WHEN YOU FEEL NERVOUS?

- a. Hold a pen or cards in your hands.
- b. Walk back and forth.
- c. Look at the flip chart or screen, not at the audience.



5.HOW SHOULD YOU KEEP EYE CONTACT WITH THE AUDIENCE?

- a. Make eye contact with each individual often.
- b. Choose individuals and look at them as often as possible.
- c. Spread attention around the audience.



6. HOW FAST SHOULD YOU SPEAK ?

- a. about 20% more slowly than normal.
- b. just as fast as in a normal conversation.
- c. Faster than in a normal conversation.



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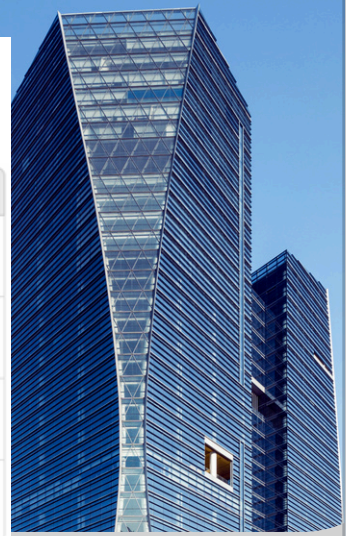
LANGUAGE FOCUS

PREPOSITIONAL PHRASE VS. SUBORDINATING CONJUNCTIONS



Key Differences in Usage: Prepositional Phrases vs. Subordinating Conjunctions

Feature	Prepositional Phrase	Subordinating Conjunction
Contains a verb?	✗ No	✓ Yes
Followed by	A noun or pronoun	A dependent clause (subject + verb)
Purpose	Provides additional details (time, cause, manner, relation)	Links a dependent clause to an independent clause
Example	<i>Due to the rain, the match was canceled.</i>	<i>The match was canceled because it rained.</i>



PREPOSITIONAL PHRASE VS. SUBORDINATING CONJUNCTIONS

PREPOSITIONAL PHRASES

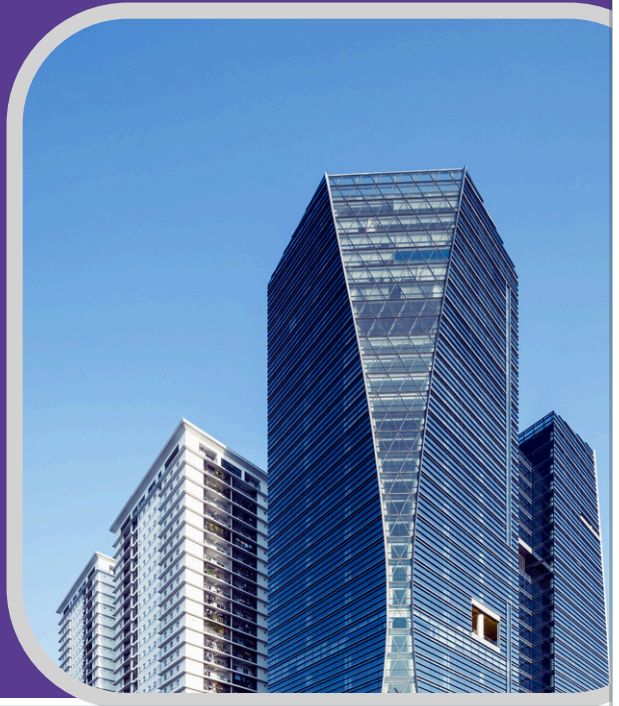
A prepositional phrase is a group of words that begins with a preposition and ends with a noun or pronoun (the object of the preposition). It provides additional information about time, place, reason, manner, or relation in a sentence.



EXAMPLE OF PREPOSITIONAL PHRASES

PREPOSITIONAL PHRASES

- 1** In connection with → (shows relation)
 - In connection with the new rules, all employees must attend training.
- 2** With respect to → (shows topic or relation)
 - With respect to your request, we will provide an update soon.
- 3** According to → (shows source of information)
 - According to the report, sales increased this year.



EXAMPLE OF PREPOSITIONAL PHRASES

PREPOSITIONAL PHRASES

4 In spite of → (shows contrast)

In spite of the bad weather, they continued their journey.

5 Due to → (shows cause/reason)

Due to heavy traffic, we arrived late.



PREPOSITIONAL PHRASE VS. SUBORDINATING CONJUNCTIONS

SUBORDINATING CONJUNCTIONS

A subordinating conjunction is a word or phrase that connects a dependent (subordinate) clause to an independent clause. It shows the relationship between the two clauses, such as time, cause, condition, contrast, or purpose.



EXAMPLE OF SUBORDINATING CONJUNCTIONS

SUBORDINATING CONJUNCTIONS

1 Because → (shows cause/reason)

- We stayed inside because it was raining.

2 After → (shows time)

- I will call you after I finish my work.

3 Although → (shows contrast)

- She kept running although she was tired.



EXAMPLE OF SUBORDINATING CONJUNCTIONS

SUBORDINATING CONJUNCTIONS

4 If → (shows condition)

- You can go out if you finish your homework.

5 So that → (shows purpose)

- He left early so that he could catch the train.



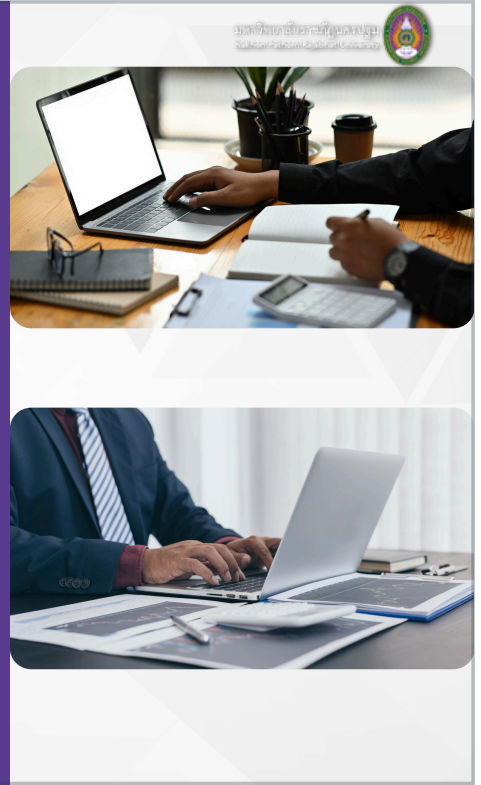
SPEAKING **SIGNPOSTING**

SIGNPOSTING are phrases used to help guide the audience through a presentation.



In groups, by following these 5 key points , Make a signposting using the useful phrases in activity 6. Present it in the class.

- > Saying what is coming
- >Moving on to the next point.
- >Indicating the end of a section.
- >Referring back
- >Summarizing a point



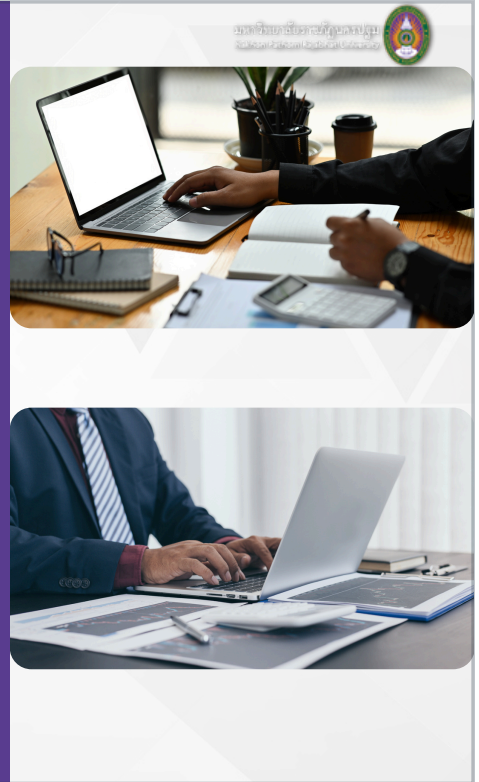
SPEAKING **SIGNPOSTING**

SIGNPOSTING are phrases used to help guide the audience through a presentation.



Useful Phrases

1. Before I move to the next point.
2. This leads
3. This brings
4. Let's now turn to
5. As I mentioned
6. I'd like to
7. Let's go back to what
8. As I said earlier



SPEAKING

SIGNPOSTING

In groups using the 5 key points. YOU have to choose a topic and by following the the key points you must use the useful phrases and present it in the class. You need to present your plan as an outline not to present the whole presentation.



5 key points

- > Saying what is coming
- > Moving on to the next point.
- > Indicating the end of a section.
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Useful Phrases

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THIS IS THE END OF WEEK 3

WHERE YOU LEARNED ABOUT THE

- **VOCABULARY:**
YOUR GIVING A PRESENTATION PG.15
- **LANGUAGE PRACTICE:**
-EXPRESSIONS, PHRASES, DEVICES (TALKING ABOUT ISSUES,
REFERRING POINTS....)PG.20
- **SIGNPOSTING PHRASES PG.18**



NOW MOVING ON TO WEEK 4

- WHERE YOU WILL UNDERSTAND AND TAKE DOWN NOTES ON AN INFORMAL PRESENTATION ABOUT AN EXPERT TALKING ABOUT TRAFFIC SUPPORT CENTER
- DISCOVER AND PRACTICE ALED'S PRESENTATION TIPS.

LET'S MOVE ON TO WEEK 4

LISTENING - TALKING ABOUT THE TRAFFIC SUPPORT CENTER

An expert is talking about the Traffic Support Center to make the motorists to be convenient



<https://www.youtube.com/watch?v=32eqfxfG0is&list=PLSV0t-S0s>

NOW WHILE LISTENING TO THE AUDIO PUT THE POINTS BELOW IN ORDER

- A. 1 WHAT THE TFC DOES?
- B. 3 HOW TRAFFIC DATA IS COLLECTED?
- C. 2 WHY THE TSC WAS STARTED?
- D. 5 HOW MOTORISTS BENEFIT FROM THE SYSTEM.
- E. 4 HOW TRAFFIC INFORMATION IS GIVEN TO THE MOTORIST

LISTEN TO IT AGAIN AND PROVIDE THE ANSWERS IN THE BLANK.

OK. _____ and the reason we developed the programme.

Any questions? OK. _____ and take a closer look at the Traffic Support Centre itself.

The TSC was set up in 2001 to help traffic flow more smoothly and basically to make the lives of motorists easier.

_____ about the centre's activities, how we work exactly, and how motorists benefit from our services.

So, _____ of the TSC's activities.

Our main activities are to collect, analyse, and communicate traffic information. After collecting traffic data from a number of different sources, we analyze them and then we inform the media, the police, or other authorities, and – last but not least – the motorists.

_____ How does the TSC collect data?

Traffic-monitoring equipment has been installed across the main traffic routes, which helps us gather real-time information on traffic speed and traffic flow. Additionally, we use variable traffic sensors and cameras.

We also work together with other partners and authorities, for example, the police, traffic officers, and the media.

Let me show you a few examples of how this works.

<https://www.youtube.com/watch?v=t3acqkx4Fg0&list=PL9VDt-55s>



LISTEN TO IT AGAIN AND PROVIDE THE ANSWERS IN THE BLANK.

_____ How do we communicate information to motorists?

We do this in a number of ways: by using electronic road signs, the Internet, and state-of-the-art telephone technology.

_____ The TSC wants to make the lives of motorists easier.

So, in what ways does the motorist benefit?

Well, first – through real-time information about the traffic situation.

Second, through better advice about alternative routes.

Third, through safer roads and less driver stress.



<https://www.youtube.com/watch?v=c3e0qkxfrg0&list=PL8V0t-55s>

ANSWERS

OK. Let me start by giving you the background and the reason we developed the programme.

Any questions? OK. So, let's move on to the next point and take a closer look at the Traffic Support Centre itself.

The TSC was set up in 2001 to help traffic flow more smoothly and basically to make the lives of motorists easier.

In this part of my presentation, I'd like to tell you about the centre's activities, how we work exactly, and how motorists benefit from our services.

So, let me begin by giving you a brief overview of the TSC's activities. Our main activities are to collect, analyse, and communicate traffic information. After collecting traffic data from a number of different sources, we analyze them and then we inform the media, the police, or other authorities, and – last but not least – the motorists.

This now leads us to the question: How does the TSC collect data?

Traffic-monitoring equipment has been installed across the main traffic routes, which helps us gather real-time information on traffic speed and traffic flow. Additionally, we use variable traffic sensors and cameras.

We also work together with other partners and authorities, for example, the police, traffic officers, and the media.

Let me show you a few examples of how this works.



<https://www.youtube.com/watch?v=C3e0qkxPrgD&list=PL9VDt-55s>

ANSWERS

This brings me to the next issue. How do we communicate information to motorists?

We do this in a number of ways: by using electronic road signs, the Internet, and state-of-the-art telephone technology.

Let me now come back to my final point. The TSC wants to make the lives of motorists easier.

So, in what ways does the motorist benefit?

Well, first – through real-time information about the traffic situation.

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READING AND WRITING **ALED'S** **PRESENTATION**

In this activity, you are tasked to read Aled's Presentation from the newsletter Infomedia subsidiary in Asia and discuss it with your partner below. Write your answers in your answer sheets

Aled's Presentation Tips

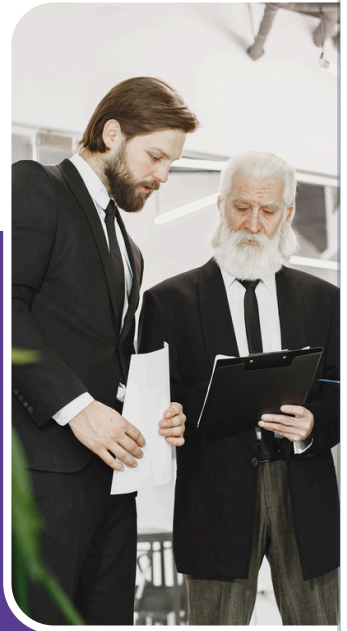
As you all know, INFOMEDIA has been able to establish some important new business contacts with partners in the US this year. This also means that the need for English in meetings and presentations has increased. That's why we have asked our American colleague Aled Hughes from our Miami office to share a few tips with us.

Clear and simple structure

Remember that your audience will benefit most from a very clear and logical structure. Don't overload the audience and try to use simple language.

Your introduction

Some experts think this is the most important part of your presentation. In the first few minutes, you can get your audience's attention, build rapport, and create a positive impression.



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Aled's Presentation Tips

Topic and objective

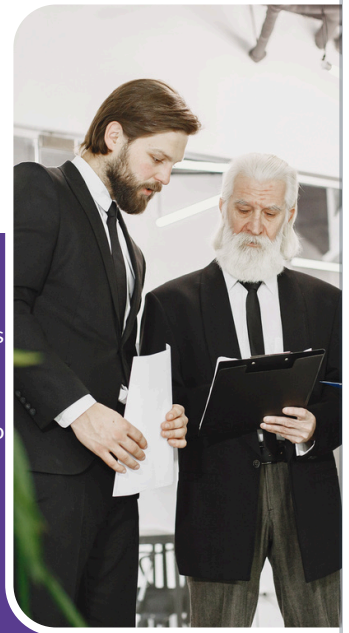
Clearly say what the topic and objective (or purpose) of your talk is. Repeat the main topic as often as possible.

Signposting

Suggesting and letting the audience know at all times what you want to do next and how you want to do it. This method is common in the American business world – so use it!

Repeating new information

Always repeat new details. This helps your audience to remember them and ensures optimal flow of information.



READING AND WRITING

ALED'S

PRESENTATION

In this activity, you are tasked to read Aled's Presentation from the newsletter Infomedia subsidiary in Asia and discuss it with your partner below. Write your answers in your answer sheets

Aled's Presentation Tips

Summarizing points

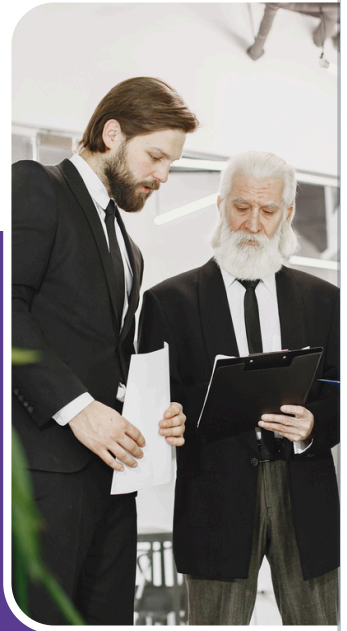
At the end of each section, summarize the main facts to make sure everyone understands.

Interaction with the audience

American audiences expect direct interaction. So treat them as individuals, involve them in your talk, and show them that their reactions and feedback are important.

Presenter's role

The role of the presenter is often considered as important as his or her topic, and personal presence is a major factor. In the US, there is a strong emphasis on enthusiasm and positive thinking. This may be quite different from the business culture of other people from many other parts of the world.



READING AND WRITING **ALED'S** **PRESENTATION**

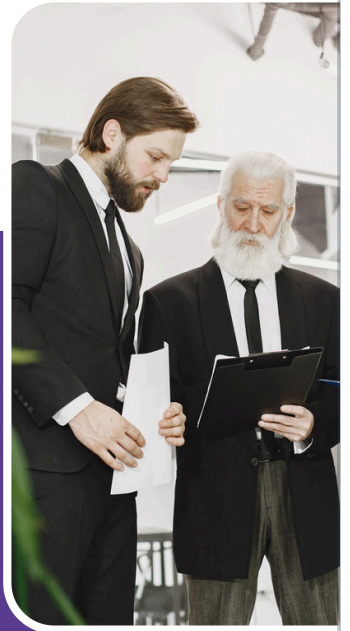
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Aled's Presentation Tips

Discuss the following and write it in a whole sheet of paper. Discuss it with your partner

Questions :

1. Which of these tips do you find useful?
2. Can you add other tips?
3. Have you ever presented to an American audience?
4. How different are American audiences in your country?





THIS IS THE END OF WEEK 4

Where you learned the following :

- 1. Listening: An expert is talking about Traffic Support Center pp. 16 no.4**
- 2. Reading & writing: Aled's Presentation Tips pg.22**
- 3. Writing : Discuss about Aled's Presentation**



RESOURCES



<https://surl.li/makoqx>
<https://surl.li/ttjzca>
<https://surl.li/akxait>
<https://surl.li/cjisjj>



<https://www.youtube.com/watch?v=t3ecqlxxFrg&list=PPSV&t=56s>





THANK YOU

Thank You

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