

Ensuring the Presentation Format Fits the Audience

Sharing is an important part of any learning. This lesson focuses on helping students ensure that the presentation format they have chosen is a good one to deliver their intended message to their audience.

Time: 30 minutes

Materials:

- chart paper and markers, or interactive whiteboard
- a variety of examples of presentation formats, both commercial and student-made

Grouping: whole class, small groups, and partners

Procedure:

Teaching Tip: There are many different ways for students to share their learning. The format they choose will need to take into account the audience and the purpose. Some of the possible ways to share their learning with others include: a product that you made, presentation in class or for student assemblies, demonstration, drawing, brief report, oral recount, poster, chart, student-made booklets, audio recording, infographics, word clouds, photographs, PowerPoint presentation, letter, action plan, class newspaper, advertising campaign, exhibition, poem, readers’ theatre, or video sequence. This list can be added to over time as other possibilities are encountered. Have some examples of these available for sharing with the class.

1. Explain to students that they will need to think about both the presentation format, the purpose of the presentation, and the audience with whom they will be sharing their work from their inquiry. Tell them that you are going to work together to look at different presentation formats for different audiences so that they can choose the one that fits best for their sharing.
2. Ask students to turn to a partner and talk about one method they have used, or seen others use, to share their work with a particular audience.

Think about a time when you shared what you learned with others. Was it a picture, a poster or chart, or did you speak about your work? Why did you use that format? Tell your partner and then we will share with the whole group.
3. Have some students share and record their ideas on chart paper or interactive whiteboard.

Presentation Format	Audience	Purpose

4. Show students various examples of presentation formats. Have student partners look closely at the text features and styles to decide which audience each format might be used for and why.

You have explained a method of sharing that you have used, or seen others use, and identified the particular audience. Let's look at some other examples and think about the audience each could be used for and why it would be a good format for that audience. For example, could you show a brochure effectively to a whole assembly? Why or why not? What might you use to assist you?

5. As a whole class, discuss the samples and add to the list.
6. Ask students to discuss with a partner or in small groups, which format might be best for the presentation that they are preparing for their inquiry and why they think that one would be best.

Which format was the best for that audience and why? If we want to persuade our audience, is a poster or a poem better? If we want to inform our audience, is a poster, report, or audio recording best? Why? Could more than one format be used? Explain.

Teaching Tip: If you are working on a whole-class inquiry, you may wish to have students vote on the presentation format for the project.