|  |
| --- |
| **Tutor: Miss. ZEKRI. S Department of French**  **Level: First Year License (L 1) Mohammed Kheider, Biskra**  **Module: English Language (Language for Presentations)** |

* **Definition of Presentation:** is the process of presenting a topic to an [audience](https://en.wikipedia.org/wiki/Audience).
* **Beginning of Presentation**

1. **Greeting:** Hello, Good morning, Hello friends, Ladies and gentleman.
2. **Introduction:** Introduce yourself and the topic.

- I’m ........Today I’m going to give a short presentation on .........

- My name is .........I’m here to make a short presentation on.....

-I’m ............ The topic of my presentation is .........

- I’m Anna Smith. Today I’ll be giving a short presentation on......

* **Useful Language for Overviews( Plan):**

-My presentation is divided into three main sections: First,...... Second,.......Third,......

- My presentation includes five main parts.

* **Asking Questions**: In this part, you are going to give to the audience instructions on when ask questions.
* Please, feel free to interrupt me if you have any question.
* I would be grateful if you could ask questions at the end of the presentation.
* **Moving from one idea to another:**
* Now, I would like to look at.....
* This leads me to my next point......
* Now, I’ll focus on.......
* Let us come to the next point....
* **Language for Visuals:**
* This graph/picture.....shows you......
* Take a look at this graph/picture/ chart
* From this graph/ picture/chart we can understand.....
* **Thanking and Inviting Questions:**
* Thank you for listening-and now if there are any questions, I would be pleased to answer them.
* Thank you for your attention. I will be glad to answer any question you might have.