

PRESENTATIONS AND FEEDBACK

This is an activity in which you will listen to each other's oral presentations and give feedback in groups. You must follow this schedule:

1. The sender gives an oral presentation (two minutes)
2. Each group member gives feedback (two minutes each)
3. The sender gives feedback on the feedback

(one minute) Repeat the schedule for each member

of the group.

In groups of three, this activity takes 21 minutes in total.

PLEASE NOTE

You must keep within the time limit

You must take turns to keep an eye on the time. When the sender has spoken for two minutes, they must be told in a friendly way that time is up and they have 15 seconds to conclude their presentation. When a feedback giver has spoken for two minutes, they must be told in a friendly way to finish their feedback.

When you are giving feedback.

Begin by mentioning what worked well and say why. Say for instance:

- The things that worked best were ..., and ... because ...
- I became really interested when I heard about ... because ...

Then say what did not work so well and suggest any improvements you might think of.

Say for instance:

- I would like to hear more about ..., because
- I found it difficult to understand what you said about ... because So I would suggest that you ...

When you are receiving feedback:

- Listen and take notes.
- Do not answer questions.
- Do not explain or discuss.

- Notice which feedback you find particularly useful. Remember to tell this to the feedback givers when concluding the feedback round.