Prepare useful language

School and adult learners - practical delivery

Name: _____ Date: _____

Understand the idea

Think about your listener and purpose. Use clear words, meaningful pauses and a relevant example.

Example: Make a polite request: Could you help me, please?

A useful message for an audience. Say your response first, then note useful words. Use your own truthful details or clearly identified pretend roles.

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Try it yourself

1. Choose an audience and a useful purpose for a one-minute speech.

2. Write an opening that connects with that audience.

3. State one clear main message.

4. Choose one example that supports the message.

Practise with a partner

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Understand the idea

Think about your listener and purpose. Use clear words, meaningful pauses and a relevant example.
Example: Make a polite request: Could you help me, please?
Complete the exchanges or planning activities. Try the complete response aloud. Use a polite, clear voice.
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Try it yourself

1. Put these in a useful order: final action / opening / example / main message.

2. Rewrite a vague instruction: Be nicer to people.

3. Mark a sensible pause: A welcome is useful when people can act on it.

4. Give feedback that describes an observable action instead of judging personality.