

The following is a list of guidance points to help you focus on the task and make the best use of the preparation time available to you.

1. Decide NOW what you are going to do your presentation on. You don't have time to make vague hints that you, 'might do something on Frost' or 'will probably do religion in *The House of the Spirits*'. Make a firm statement about your intent, write it down and then start to research it and see if you have enough material available to you.
2. Make a plan of what you need to do in order to develop your presentation. For example: a) will explore issue of 'other' in *Jane Eyre*. b) decide on events and extracts that might be of use – Jane Eyre / cousins (family?); Jane Eyre / confines of school; Jane Eyre / religion; Bertha / English society; class? c) read through extracts that might be of use etc etc.
3. Read widely AROUND your chosen topic. The 'answers' to the talk are NOT going to fall out of the sky into your lap. You are IB students and the IB is a preparation for university. University lecturers do not recite notes to you that you then recite back in an essay word for word: they expect YOU to do the reading and to analyse and explore the ideas. If, for example, you decide to do nature imagery in Robert Frost's poetry then read lots of his poems and think about which ones best suit your topic. Make notes as you read.
4. When you start to prepare your presentation, remember that a long poem or extract could be put on the IWB or given out as a handout. Reading the whole poem or extract does NOT account for your 10-15 minutes and your audience will lose interest.
5. Don't put your presentation on PowerPoint and then read through it. Only use PowerPoint to highlight or illustrate points that you are talking about. The PowerPoint is not assessed.
6. Write your notes on postcards, not on pieces of paper. Hold the notes at your side and only use them for reference.
7. Don't expect the audience to know the 'answers' to your presentation. You should do most of the talking and then ask the audience if they have any questions.
8. Make sure that you know more than just two or three poems or a chapter in a book – your audience might ask you to clarify a point by referring to another chapter, or a different poem. Make sure you know some. Don't say, "Oh, I only learnt what I had to."
9. Speak clearly and think about your vocabulary: 'This illustrates ...' 'This suggests ...' 'The author might be implying ...'. Ensure your register and tone are suitable for an IB presentation.