Improving Speaking Skills Through Class Presentations

Teacher's Classroom Forms and Materials

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Individual Presentation Proposal

Field	Student response
Name / Class / Date	
Duration	
Presentation title	
Equipment needed	
Presentation materials	
Resources	
Brief summary	

Panel Discussion Proposal

Field	Group response
Presentation title and date	
Chairman and speakers	
Subtopics / roles	
Equipment needed	
Resources	
Presentation materials	
Brief summary for each speaker	

Individual Presentation Evaluation Form

Category	Suggested focus	Points
Preparation	Arrived prepared, equipment checked, assignment/proposal submitted	10
Organization	Clear introduction, logical development, strong conclusion, clear outline	10
Content	Variety of resources, research, originality	15
Presentation	Audience attention, note cards, eye contact, time control, voice, visuals	30
Oral skills	Communicative English, clarity, fluency, audience involvement	15
Answering questions	Ability to understand and answer questions	20

Panel Discussion Marksheet

Use the same criteria for each speaker, and add an overall group rating. Record audience questions: who asked, who answered, and what the question was.

Topic list for individual speaking

1. Borrowing money from a friend can harm friendship. Do you agree?	2. Are only people who earn a lot of money successful?
3. Are childhood years the most important years of a person's life?	4. What important change would you make in a school you attended?
5. Do you prefer teacher-led classes or classes where students talk?	6. What three extra things would you take for a year away from home?
7. Would you buy a house or a business?	8. Are quick decisions always wrong?
9. Do clothes influence the way people behave?	10. Are first impressions usually correct or often wrong?
11. Is life learned better from advice or personal experience?	12. Are people never satisfied with what they have?
13. What characteristic is most important for success in life?	14. Can young people teach older people?
15. Are classmates more important than parents for school success?	16. Where should a one-day foreign visitor go in your country?
17. Is daily homework necessary?	18. Do grades encourage students to learn?
19. What makes a good roommate?	20. Should boys and girls attend separate schools?
21. What one thing would represent your country in an exhibition?	22. Should students evaluate their teachers?
23. Why do people attend college or university?	24. What qualities make a good supervisor?
25. Are parents the best teachers?	26. Should people sometimes do things they do not enjoy?
27. Do you prefer staying in one place or moving?	28. What reasons other than money make people work?
29. Does success come from taking risks or careful planning?	30. What is most important in a friend: intelligence, humor or reliability?