

Module 4: I am ready!		Level: MLD/SEMH
Unit 4B: Different skills to help me achieve		Preparation for Adulthood: Employment
Lesson 4B5: Being able to speak in front of lots of people		
Objectives		Learning Outcomes
<p>To understand the key elements of an effective presentation.</p> <p>To become familiar with using presentation software and perform basic tasks independently.</p>		<p>Students will:</p> <p>Identify and use the main components of a presentation and create a simple presentation with guidance.</p> <p>Navigate presentation software to create, edit, and save a presentation.</p>
Activities	Resources	Assessment/Evidence
<p>Introduction: Explain the activities for the lesson and start with a discussion about how to create a presentation and why it is important to be able to present these to unfamiliar people.</p> <p>Software Skills Practice: Talk about the basic functions of the presentation software, showing brief demonstrations of the tools available. Provide students with a guide for basic software tasks and allow them to practise these with support and independently. Observe students' progress and offer support as needed, ensuring they understand how to use the basic functions of the software. Discuss any challenges the students may have faced.</p> <p>Build Your Presentation: Direct students to use the computers/tablets to create a presentation. Provide students with a basic template/structure for their presentations and a list of topics to choose from. Ask students to fill out their templates and organise their slides in a logical order. Allow students to work on their presentations with minimal support and provide support and feedback as they do this. Invite students to share their presentations with the class. Discuss what they liked about each presentation and highlight their use of the key elements.</p> <p>Show and Tell Presentation: Ask students to choose a simple topic they are interested in or passionate about, such as a favourite hobby, a pet, or a favourite book. Ask students to create a presentation including sections for an introduction, key points, and a conclusion to present to a younger group of students. Guide students through preparing their "Show and Tell" presentations. Support them in creating a few key slides or visual aids to use during their presentation. Emphasise that the goal is to share something they care about and practise speaking in front of others. Set up a "presentation area" in the classroom where students can stand or sit in front of their peers. Allow each student to present their topic to the unfamiliar class, using their visual aids as needed. Encourage students to speak clearly and express their enthusiasm for their topic.</p>	<p>Provided:</p> <ul style="list-style-type: none"> • Work Related Independent Living Task cards • Transition cards • Before I Go to Work cards • When I Am at Work cards <p>Materials Needed:</p> <ul style="list-style-type: none"> • Computers/tablets • Pre-designed templates • Topics list • Text and image sources • Guides on basic software tasks • Visual aids (e.g., images, props related to the topic) • Feedback forms (optional, for teachers to provide comments) 	<p>Suggested mediums:</p> <p>Evidence sheets: Take photos/videos of the students during tasks.</p> <p>Observation notes: Take notes whilst the students are participating in tasks.</p> <p>Direct questions: Keep asking different questions throughout the lesson with prompts and pauses.</p> <p>Prompting Recall: Knowledge through minimal verbal instructions.</p> <p>Student planner: Lesson marked as introduced and dated.</p>

Activities	Resources	Assessment/Evidence
<p>Plenary: Gather students and briefly discuss the activities of today's lesson. Ask students how they can improve their skills in presentations. Talk about the importance of being able to present ideas in front of people and how this skill can help them throughout their career pathway.</p>		
<p>Teacher Guidance Notes: This lesson aims to help students develop confidence in speaking in front of others and familiarise themselves with basic presentation software. Begin by providing clear, step-by-step instructions on using the presentation software, ensuring that each student receives individualised support based on their needs. Use visual aids and simple language to demonstrate basic functions, such as creating, editing, and saving presentations. Throughout the "Build Your Presentation" activity, offer guidance as students select topics and organize their slides, ensuring they have the necessary tools and support to complete their presentations. Emphasise the importance of speaking clearly and engaging with the audience. Ensure that the environment remains supportive and positive, helping students manage any anxiety or challenging behaviours that may arise. Document their progress with photos or notes and use positive reinforcement to acknowledge their efforts. By relating the activities to real-world scenarios and offering consistent support, students will gain confidence and develop essential presentation skills.</p>		