Lesson Plan © Easy Access English

Making yourself clear

EAE Learning objectives for this lesson

Practice using linking words
to structure your ideas in meeings using short and simple sentences



Activity one: **Let's read this advice for making yourself clear when you present something**

1. Focus on structure and keep your sentences short.
2. Clearly illustrate the end of a sentence and the beginning of the next one, with a pause, with the rising and falling pitch of your voice.
3. Use linking words to structure what you are saying.
4. Don't say ummmm or arrrrrr as it makes it hard to concentrate on what you are saying.
5. Use simple sentences. Don't translate from French!

Here are some useful linking words - Let's read them together - repeat as a group.

To introduce what you are saying
I'd like to start by saying
Essentially
Basically



To introduce a point
Obviously
Clearly
To add an aside
Incidentally
Still
Besides

To link two opposing ideas
However
Nevertheles

Contrasting
On the one hand On the other hand Despite the fact that
Although
On the contrary

To refer to something
Regarding
As regards
As far as ..... is concerned
Namely Say...
For instance

To go on to say something more
Moreover - Furthermore - In addition - Likewise - What's more

To deduce or draw conclusions
Therefore
This means that
What this means is that...
As a result
For this reason
This is why Consequently
Despite this
Hence



To conclude what you are saying
Finally
On the whole
To sum up
In conclusion
All in all
I'd like to conclude by saying

Activity Two: **Let's practice**.

With a partner, one of you think of an object and the other needs to guess what it is - but you can only ask yes or no questions. Let's see how long it takes. Then you can then think of their own ikea product that your teacher will guess.

Activity Three: **Create sentences**
With your partner, try to create short, simple senteces using linking words to present these topic below. Which team can create the most sentences where the linking words are used correctly in the time given?

- Better medicine for all
- Long-Acting injectables
- Faster medicine
- The BEPO technology
- The impact of medicine created by Medincell on global health

Activity Four: **Search for**
Split into two teams. Your teacher is going to project some words onto the board. The teacher will then say a linking word out loud. You must find the word on the board that can be used in a similar way, then shout out when you know the answer.

The first team to answer correctly wins a point. (You are not allowed to look at the lesson plan during this activity). Which team is going to be the quickest?!

Activity Five: **Act out** the following situations, use the linking words to make your message clear!

1. You want to present your ideas to the rest of the team, but you only have five minutes to present

2. There is a staff meeting and there is an issue that you want to discuss.

3. Potential investers want to visit Medincell and want to know what you are currently working on.

4. A current investor is visiting and you need to show them what the school has been doing throughout the year to continually improve.

5. George Clooney calls to ask if he can visit an innovative company to do some research for a new film where he will play an IKEA employee. He is trying to decide which company to visit, you need to convince him to choose Medincell.

Activity Six: **Team Game**

'Just a Minute'

Your teacher picks a product and you have to speak clearly about it for one minute without making a mistake, without repeating a word and without hesitating! If you make a mistake etc. the other team takes over.. if they hesitate etc. you take over...

Bonus activity: **Finsh the sentence**

Split into pairs, your partner starts the sentence and you must finish it using a linking word, or maybe be inventive and finish the sentence another way... see how you can use the linking words in the best way!



