

Worksheet

Assess slides and visual media

Student name: _____

Class: _____

Date: _____

Using visuals to aid understanding is a key skill when listening to talks in academic settings. Speakers in lectures, presentations and seminars use slides and other media to support their ideas with visuals, such as images, charts and tables, illustrations, etc. It is useful to understand the purpose of each visual, assess the type of information shown and its importance. This enables listeners to focus on the main ideas and relevant details of the talk.

Practice

1  In pairs, look at the slides from different talks. Match the types of information to the slides a–f.

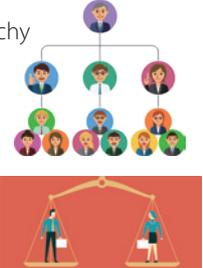
- | | | | | | |
|---|------------------------|--------------------------|---|----------------------------|--------------------------|
| 1 | Charts and graphs | <input type="checkbox"/> | 4 | Image/photograph | <input type="checkbox"/> |
| 2 | Illustration | <input type="checkbox"/> | 5 | Table with text | <input type="checkbox"/> |
| 3 | Brief text explanation | <input type="checkbox"/> | 6 | Text and image description | <input type="checkbox"/> |

a

1 Power distance
– less powerful accept hierarchy

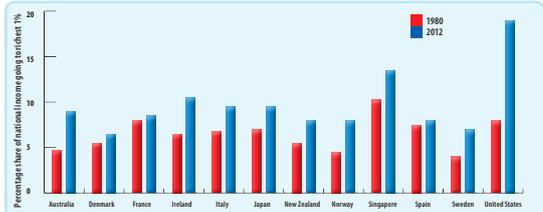
High score: expect bosses to give orders, e.g. Saudi Arabia

Low score: expect bosses to consult first, e.g. Denmark



b

Figure 4:



Source: UN official statistics, 2012

c



d

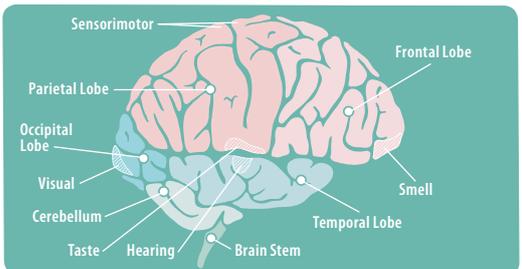
Lecture 3:

1 Definition: What is light pollution?
 examples sources

2 Problems: Why is light pollution an issue?
 animal impact human impact

3 Solution: What can we do to fix light pollution?
 less power smart lighting

e



f

Supporters say ...	Critics claim ...
<input type="checkbox"/> improves communication	<input type="checkbox"/> wishful thinking
<input type="checkbox"/> lengthens concentration	
<input type="checkbox"/> reduces stress	
<input type="checkbox"/> has healing powers	

2  01-06 Listen and match the talk extracts to the slides (a–f).

3  **In pairs, discuss the purpose of each slide.**

- Outline the content of the talk
- Show a visual example
- Explain something complex visually
- Show visual evidence or data
- Detail key conclusions of talk
- Show arguments for or against
- Highlight key information/points

4 **Write a suitable title for each slide.**

5  **Work in pairs. How important is each slide? What should the listener do for each slide?**

- Add detailed information
- Add notes (words here and there)
- Add title and source
- Copy all the information
- Highlight key information
- Include grammatically correct sentence
- Label the photo/illustration
- Nothing
- Other

6 **What is the source of each slide? Is it important to know?**

7  **In pairs, decide what the different parts of each slide are called.**

- Bullet points
- Column
- Diagram
- Diagram labels
- Figure
- Heading
- Key
- Key points
- Keywords in bold
- Photographed example
- Text description
- Title
- Written example
- X axis
- Y axis

8  **01-06 Listen to the extracts again. Which phrases (a-j) appear in each extract?**

- a** As can be seen ...
- b** ... as is shown in this graph ...
- c** As the graph indicates ...
- d** As you can see from the outline of today's lecture ...
- e** It is perhaps useful to start with ...
- f** I have one here to show you ...
- g** Shown here in the table are ...
- h** ... so, you can also see a photo of it here ...
- i** We can see from this graph that ...
- j** You'll see here we talk about two main points ...

9  In pairs, use the words to complete the checklist to assess visuals.

important purpose	information refer	labels source	listener title
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Checklist for visuals

- a What kind of _____ does it have (chart, text, etc.)?
- b What is the _____ (outline talk, visual reference, etc.)?
- c What is the _____ (*Graph to show ... etc.*)?
- d What is the _____ (book, journal, etc.) of the information?
- e How _____ are the slides (key, etc.)?
- f What should the _____ do with the slide (ignore, copy, etc.)?
- g What _____ can I add to the visual (parts, keywords, etc.)?
- h How would the speaker _____ to the visual (*As the graph shows ... etc.*)?

TIP

Making sure you look at lecture slides before a lecture helps you understand the talk's sequence and prepares you to target key visuals to annotate. Also, reviewing visuals and adding notes after a talk will help you recall details later when you need them.

10  Find a lecture slide on the internet. Use the checklist to assess the slide. Present your findings to another pair.

Reflect

11  In pairs, prepare a lecture slide to cover the main ideas in this unit. Compare your ideas with another pair.