



Five Ways to Help Your Students Retain More from Your Presentations

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An effective presentation is a carefully planned progression of thoughts. Notes that identify main ideas, supporting points, contain adequate examples and promote reflection are a desired end result.

Students, who do not know how to record ideas effectively, find themselves at a clear disadvantage. You can take the mystery out of recording lectures and encourage more interactions with your ideas by providing a map of the basic structure in a presentation guide.



Note guides are adaptable for a variety of presentation media and methods. Structure can be provided for presentations making use of handouts, PowerPoint, slide, smart boards or website.

No matter which of the five approaches you use, questions can be added to stimulate interaction with the day's material and reflection on one's own life experiences. "When can you use this information?" and "Where, or under what circumstances, can you use this information?" are classic favorites of mine.

Here are five ways to create a presentation guide:

1. Outlines and listings

Outlines or simple listings of main ideas and supporting points for a lecture guide, whether handwritten on a board, projected or duplicated, will provide the framework to guide the recording of notes.