



## How to Present Your Hometown

### Cloze

1. Present \_\_\_\_\_ several aspects of your hometown; illustrate the aspects that you present by means of a \_\_\_\_\_ in order to make things clear for the audience. **(1 word each)**
2. You must give your presentation a \_\_\_\_\_. **(1 word)**
3. What are the three parts that make up Question 2? **(1 word each)**
  - A.
  - B.
  - C.
4. The body of your presentation must follow a \_\_\_\_\_. **(2 words)**
5. Each paragraph should be properly \_\_\_\_\_. **(1 word)**
6. If you want to be \_\_\_\_\_, you have to sound \_\_\_\_\_. **(1 word each)**
7. You should have a minimum of 4 to 5 \_\_\_\_\_. **(2 words)**
8. There should be a maximum of \_\_\_\_\_ on each slide. **(2 words)**
9. Only \_\_\_\_\_ and phrases in a \_\_\_\_\_ font. **(2 words / 1 word))**
10. DO NOT \_\_\_\_\_ from your visual aids. **(1 word)**
11. Be \_\_\_\_\_ and \_\_\_\_\_ -- don't bore us with your visual aids! **(1 word each)**
12. Please point at your visual with \_\_\_\_\_. **(2 words)**
13. Please do not say \_\_\_\_\_ while pointing! **(1 word)**
14. Do not \_\_\_\_\_, do not aim at \_\_\_\_\_ of information but at \_\_\_\_\_. **(1 word each)**
15. Make long \_\_\_\_\_ at significant moments of your talk. **(1 word)**
16. Do not forget to check that the audience \_\_\_\_\_ what you are saying. **(1 word)**

17. Look at the audience while speaking, try to have as much \_\_\_\_\_ as possible. **(2 words)**

18. Number 17 will only be possible if you have \_\_\_\_\_ your presentation well enough. **(1 word)**

19. There is nothing worse than a public message which is \_\_\_\_\_. **(1 word)**

20. It is recommended to have some \_\_\_\_\_. **(2 words)**

21. Find an illustration for each aspect that you will \_\_\_\_\_ into a short \_\_\_\_\_.  
**(1 word each)**

### Your Performance:

22. Do not \_\_\_\_\_ your notes. **(1 word)**

23. Do not forget to point at \_\_\_\_\_. **(2 words)**

24. \_\_\_\_\_ is important. **(2 words)**

25. Make sure to put a \_\_\_\_\_ on your face and in your \_\_\_\_\_. **(1 word each)**

26. Speak \_\_\_\_\_ and \_\_\_\_\_ properly. **(1 word each)**

27. \_\_\_\_\_ that everybody understands is essential for good communication. **(1 word)**