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A2 PRESENTATIONS ≈ 27 MIN

Talking About Slides — *walk through your slides*

You know the three groups of phrases — now practise them on new slides.

Three moves per slide: show it, point at it, move on — and everything sits **on the slide**, because one page is a **slide**.

NAME _____ DATE _____

YOUR BUILD — 1 · SORTING ○ — 2 · FILL-IN ○ — 3 · CORRECT ○ — 4 · WRITE ○

BRICK 1 · SORT BY JOB · APPROX. 4 MIN ●○○

What does the sentence do? Does it change the **slide**, or does it point at one **place** on the slide? Write it in the matching column.

- That brings me to the budget for the spring campaign.
- The red bar on the right is last year's figure.
- The percentage in the top right is our churn rate.
- Let's move on to the summary slide.
- At the bottom of the slide you can see the sources.
- Could we go back to the previous slide?
- On the next slide I'll show you the timeline.
- The last point on this slide is the most important.

MOVE BETWEEN SLIDES	POINT AT A DETAIL

BRICK 2 · FILL IN THE MISSING WORD · APPROX. 6 MIN ●●○

Fill in the missing word. It always comes from the lesson's phrases: **show** the slide, **point** at a detail, **move on**.

01 The exact figures are _____ the slide behind me.

02 As you can _____, the March figures are still missing.

03 The chart is on the right and, _____ you can see, the trend is clear.

04 Here _____ can see the three main risks. (address the audience)

05 The third bullet _____ is about the new supplier.

06 Let's move _____ to the section on hiring.

07 Let's go back to the _____ slide — the one before this one.

08 The costs are _____ the bottom of the slide, under the chart.

YOUR BUILD · 1 · SORTING · 2 · FILL-IN · 3 · CORRECT · 4 · WRITE

BRICK 3 · FIND AND CORRECT THE MISTAKE · APPROX. 7 MIN

Each sentence contains exactly one typical German-speaker error in a presentation. Underline it and write the whole sentence correctly.

01 In this slide you can see our new logo.

02 How you can see, the costs went down in August.

03 Here see you the two options for the launch.

04 Let's move on the last slide of the deck.

05 The next foil shows our team in Berlin.

06 The delivery date stands at the bottom of this slide.

BRICK 4 · WRITE YOUR OWN SLIDE SENTENCES · APPROX. 8 MIN

Write one English sentence for each situation. Use the given starter and keep the tone of a presentation.

01 Your slide shows the timeline for the office move. Start with "This slide shows …".

02 Point at one place: say where the most important number sits on your slide.

03 Link your last sentence to the new slide. Start with "That brings me to …".

04 Announce what is coming. Start with "On the next slide …".

MINI-CHECK — CAN I DO THIS YET?

- [ ] I say slide — "foil" is kitchen foil and "transparency" is the overhead sheet.
- [ ] Everything sits on the slide, not in the slide.
- [ ] I say "as you can see", not "how you can see".
- [ ] After "here" the subject comes before the verb.

Not every box ticked? Build the lesson once more and try this sheet again tomorrow.

Answer key

Check only when you have finished. Every answer comes with the **why** — the rule matters more than the result.

BRICK 1 · SORTING

01 **Move between slides** That brings me to the budget for the spring campaign.
"That brings me to" links you to the new slide.

02 **Point at a detail** The red bar on the right is last year's figure.
Colour plus place names one spot.

03 **Point at a detail** The percentage in the top right is our churn rate.
"In the top right" is a place phrase.

04 **Move between slides** Let's move on to the summary slide.
"Move on to" goes forward.

05 **Point at a detail** At the bottom of the slide you can see the sources.
"At the bottom of the slide" directs the eye.

06 **Move between slides** Could we go back to the previous slide?
"Go back to the previous slide" is the backward move.

07 **Move between slides** On the next slide I'll show you the timeline.
"On the next slide" announces the following slide.

08 **Point at a detail** The last point on this slide is the most important.
A counted bullet point is one place.

BRICK 2 · FILL-IN

01 **on** the slide
Content sits on the slide like on a sheet of paper.

02 As you can **see**
"As you can see" is a fixed phrase.

03 **as** you can see
German "wie" becomes "as" here, never "how".

04 Here **you** can see
After "here" the subject comes before the verb.

05 the third bullet **point**
Lines in a list are bullet points.

06 move **on** to
"On" belongs to the fixed verb "move on to".

07 the **previous** slide
The slide before is the previous slide.

08 **at** the bottom of the slide
An edge is a point, not a surface: at the bottom of.

BRICK 3 · CORRECT

01 **On** this slide you can see our new logo.
It is on the slide, not in the slide.

02 **As** you can see, the costs went down in August.
"Wie Sie sehen" is "as", not "how".

03 Here **you can see** the two options for the launch.
English does not invert after "here".

04 Let's move on **to** the last slide of the deck.
"Move on to" needs the little "to".

05 The next **slide** shows our team in Berlin.
The page is a slide; "foil" is kitchen foil.

06 The delivery date **is** at the bottom of this slide.
German "steht" becomes "is" here.

BRICK 4 · WRITE

Your sentences may differ — just check the given starter is there and the preposition "on" is right.

01 This slide shows the timeline for our office move in October.
The slide itself is the subject — short and businesslike.

02 The most important number is in the top right, next to the logo.
Name the thing first, then the place.

03 That brings me to the training plan for the new team.
The sentence links your last thought to the new slide.

04 On the next slide you can see the budget for the second half of the year.
"On the next slide" announces what is coming.

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