

Section 1

#1: Introduction Section (Points iv and v)

Strengths:

- You've included the important idea of starting with an objective, which helps your audience understand the purpose of your presentation
- The suggestion to use slides or posters shows you're thinking about visual aids to support speaking

Unclear Sequencing → Your introduction and body sections appear in the wrong order in your guide. You've placed "Introduction" as point iv and "Body" as point v, but they come *after* the practice section (point iii). This doesn't make sense because you would need to write your introduction and body *before* you can practice them. The logical flow should be: plan, assign roles, write your content (introduction, body, conclusion), then practice. Right now, someone following your guide would be confused about when to actually create their speech.

Exemplar: *Move points iv, v, and vi to appear directly after point ii (Assign roles), then renumber your practice section as the second-to-last step before delivering the presentation.*

#2: Planning Section (Point i.a)

Strengths:

- You've emphasised that the topic must connect deeply with the theme, which is crucial for staying focused
- The voting system is a fair way to make group decisions

Missing Practical Details → While you mention "Brainstorm multiple topics that people can relate with and eliminate or combine them," you haven't explained *how* to actually do this brainstorming or what makes a topic relatable. Primary students would benefit from knowing specific questions to ask themselves (like "Will our classmates care about this?" or "Do we have experiences with this?") or

concrete brainstorming methods. Without these details, your advice stays too general and doesn't give clear steps to follow.

Exemplar: *After "Brainstorm multiple topics," add: "Ask yourselves: Does this topic affect our daily lives? Can we share personal stories about it? Write down every idea without judging it first."*

#3: Conclusion Section (Point vi)

Strengths:

- Including a call to action makes your conclusion active and engaging rather than just a summary

Incomplete Guidance → Your conclusion section only has two brief points and doesn't explain what these actually mean. When you write "Include a call to action," you don't tell your readers what a call to action is or give any examples. Similarly, "Create a link back to the objective by saying what you learned and what you can do better next time" mixes two different ideas (what you learned and self-reflection) without explaining either one properly. A conclusion needs more comprehensive guidance about summarising main points, reflecting on the presentation experience, and leaving the audience with something memorable.

Exemplar: *"Your conclusion should do three things: First, summarise your main points in 2-3 sentences. Second, explain what your group learned through researching this topic. Third, give your audience a specific action they can take, such as 'Try using reusable bags this week' or 'Share this information with your family.'"*

■ Your advice sheet covers the essential stages of preparing a group presentation, which shows you understand the basic process. However, your guide would benefit from better organisation and more specific, actionable instructions. The biggest issue is that your structure doesn't follow a logical timeline—you've placed the content creation steps (introduction, body, conclusion) after the practice step, which would confuse anyone trying to follow your guide. Additionally, many of your points need more depth and concrete examples. For instance, when you mention "assign each person a section according to their skill sets," you could strengthen this by explaining what you mean (such as "give research tasks to someone who enjoys reading" or "let someone good at drawing create the posters"). Your practice section is quite brief and could include more specific rehearsal strategies, like practicing

transitions between speakers or timing each section. Also, consider adding a section about what to do on presentation day itself, since your guide currently ends at the preparation stage. To improve your content, focus on turning each general statement into step-by-step instructions that a primary student could follow without needing to guess what you mean. Think about the questions someone might ask when reading each point, and answer those questions directly in your guide.

Score: 39/50

Section 2

How to ~~prepare~~ [Prepare] for a ~~group presentation~~ [Group Presentation]

i. Plan as ~~team~~ [a Team]

a) Decide on the topic of the presentation • Brainstorm multiple topics that people can relate ~~with~~ [to] and eliminate or combine them • Vote for the topics • The topic must ~~relate/correlate~~ [relate or correlate] deeply with the theme • The topic must be researchable

b) Discuss what you know about it ~~Create lists of what you do know and what your group needs to find out~~ [Create two lists: one showing what you already know and another showing what your group needs to find out]

ii. Assign ~~roles~~ [Roles]

a) You must split the task into simplistic sections and set a deadline for each part to make sure you finish on time

b) To further enhance your time management, you can assign each person a section of the task according to their skill sets and hobbies ~~organising~~ [. Organising] it in that way will elevate the quality of the task

c) Finally, you should choose a captain or leader to encourage deadline submission and to provide suggestions ~~but~~ [. However,] remember [that] everyone is equal

#1 iv. Introduction

- a) You must start with an ~~object~~ [objective] saying why you chose this topic and what you hope to learn from it
- b) Multiple examples will enhance your level of detail and amplify your confidence

#2 v. Body

- a) Each person shall act like a solo speaker and link back to the objective at the end of their speech
- b) You can use slides or posters to support the main course of the speech

#3 vi. Conclusion

- a) Include a call to action
- b) Create a link back to the objective by saying what you ~~learned~~ [learnt] and what you can do better next time

iii. Practice

- a) ~~Re-read~~ [Re-read] and edit your speech and slides to make sure that ~~it makes~~ [they make] sense and ~~flows~~ [flow] smoothly
- b) Provide feedback to your ~~team-mates~~ [teammates] and suggest extra bits of information

1.