FOA Organizational Plan

1. What do you want your audience to know or experience at the start of your FOA?
2. Given you answer to question 1, how will you introduce your topic in a polished and engaging way?
3. What will be the order of event of your FOA? Remember the hope is that you build ideas not list them; be strategic!
4. How will you ensure that you audience is engaged in your presentation throughout the FOA?
5. How will you transition between topics and activities? (Depending on your type of presentation, it might be a good idea to look at the transitional word sheet)
6. When within your activities will you incorporate a discussion of language and unit vocabulary?
7. Revisit your answer to question three, and write out the timing for your presentation.
8. What impression do you want to leave your audience with at the end of your FOA? This should probably be connected to a unit question. Plan out your conclusion below?