Creating Lectures for Learning
Planning your presentation
Before you plan your content, answer these questions

By the end of my lecture:

Students will know...
Students will be able to do...
Students will identify...
Students will describe...
Students will demonstrate...
Faculty frequently try to cover too much information in their lecture. Consider these questions when choosing what to include:

• What is the most important material?
• What are the most difficult points?
• What material is not found in the textbook or readings?
• Where is additional explanation necessary?
One of the reasons students give for skipping class or not doing the reading is that the two cover the same information. When planning a lecture, think about how your presentation relates to other readings and learning activities:

- What is the relationship between the lecture and other materials?
- How will students interact with materials outside of class?
- How will you integrate them together?
- How will you assess their learning of the material?
Once you have the content chosen, it’s time to organize it. Here are three different ways you can structure your material:

• Hierarchy – this structure is a list of points and sub-points like a traditional outline. The key is to limit the number of points.
• Chained Structure – This is a step by step way of organizing your material. It’s very effective when students need to understand sequence.
• Narrative – humans learn through stories. Using a story-telling structure helps students remember and keeps them engaged.
Planning – Start Strong

Faculty often think about content without creating a strong introduction to get students hooked. Consider these simple ways of gaining students interest:

• Ask a question
• State a curious fact
• Tell a story
• Show a picture or a video
• Relate the topic to students
Equally as important as the great beginning is the strong ending. Keep them from packing up those books by giving them a great ending to each lecture.

• Don’t forget to summarize your key points
• Tie back to your intro photo, story or video
• Make a lasting point about relevance
• Provide one solid takeaway
• Show a picture or video that emphasizes your point
• End with a question for next time
When you organize your lecture, you need to think about time as much as you think about content.

• Limit the key points to 3 or 4
• Take breaks every 10 to 15 minutes
• Don’t over pack. Make sure you can cover your material without sacrificing interactivity. If you cover it, but they don’t absorb it, learning hasn’t happened.

Fewer points = Better Memory
Check out these great resources for more information

Strategies for Organizing a Lecture:

Designing Smart Lectures:
https://cei.umn.edu/support-services/tutorials/designing-smart-lectures/planning-lectures