

USING VISUAL AIDS & THE LANGUAGE OF USING VISUAL AIDS

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PREVIEW QUESTIONS

- **How do I prepare visual aids?**
- **How do I use visual aids in the classroom?**
- **How do I present graphs and tables?**
- **How do I emphasize trends and patterns in graphs and tables?**



USING GRAPHS AND TABLES

- Information is presented graphically in many academic disciplines. As a science teacher you may find yourself discussing charts and graphs from textbooks, research articles, and lab reports. Many of these graphs and tables will contain important statistical information, and it is essential that you are able to present and discuss the data with your students.



PREPARING VISUAL AIDS

- Keep visual aids simple and clear.
- Each visual aid should focus on only one idea. It is better to show several simple visual aids than to put too much information on one.
- Be sure that your visual aids are aimed at the appropriate technical level of your listeners.
- Visual aids should be neatly prepared with as few words as possible. The lettering and numbers should be large and easy to read. Colors should be bright and in sharp contrast to the background.



GUIDELINES FOR USING VISUAL AIDS

- Stand to the side when you present visual aids so that the students can see them. You can use a pointer so that your body does not block someone's view.
- You do not need to explain every item of information on the visual aid. Instead, you should focus on any important points or trends.
- When you show your visual aid you should continue to face your students. You should be familiar enough with the visual aid that you do not have to keep looking at it.



GUIDELINES FOR USING VISUAL AIDS

CONTINUED

- Limit the number of visual aids that you use.
- Do not stop talking while you are showing the visual aid. You should explain and interpret the visual aid as you are showing it to the listeners.
- Show each visual aid only when you are discussing it. Show the visual aid when you want people to look at it and then remove it when you move on to another point.
- Before your class make sure that the room has the necessary outlets in the right place. Check that all the equipment is working correctly.



GRAPHS

- There are four key questions that you must answer when presenting a graph:
 - 1. What is the subject of the graph?
 - 2. What does the X axis represent? What does the Y axis represent?
 - 3. What trend does the graph illustrate?
 - 4. What predictions can you make from the graph?



USEFUL EXPRESSIONS

- 1. This graph shows . . .
 - This graph illustrates . . .
 - 2. The horizontal axis represents . . .
 - The vertical axis represents . . .
 - 3. The line on the graph illustrates the relationship between _____ and _____.
 - The line shows that _____ increased steadily/went up dramatically.
 - The graph illustrates that _____ dropped/went down slightly.
 - The line shows that _____ decreased gradually/ declined sharply.
 - The graph illustrates that _____ remained (relatively) stable.
 - The line shows that _____ stayed (relatively) steady.
 - There was a significant/steep increase/rise in _____.
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