

# **Activity Type**

Speaking Game: preparing and delivering part of a presentation, freer practice (group work)

#### **Focus**

Closing a business presentation

## Aim

To practice creating effective business presentation closings using various professional techniques.

# **Preparation**

Make one copy of the situation cards for each group of four and cut as indicated.

Also, make enough copies of the challenge cards, criteria cards, and scoring sheets for each group of four and cut as indicated.

# Level

Upper-intermediate (B2)

#### Time

25 minutes

## Introduction

In this presentation closings game, students practice creating professional endings for business presentations using different closing techniques across various situations.

#### **Procedure**

Divide the students into groups of four.

Give each group a set of situation cards, a challenge card, a criteria card, a scoring sheet, and a dice.

Ask students to shuffle the situation cards and place them face down on the table.

Explain that the students are going to play a game over multiple rounds where they create presentation closings based on different business situations, and that the aim of the game is to be the first player to reach 8 points.

The first player begins by drawing the top situation card from the deck. The same player then rolls the dice to determine their closing challenge.

For example, if the player draws 'You've pitched a new product to investors.' and rolls a 3, they must create a closing that expresses gratitude to the audience.

The player has 30 seconds to prepare their presentation closing incorporating the required element. The player must commence their closing within 10 seconds of the preparation time.

For example, 'I want to thank you all for your time and attention today. Your thoughtful questions show your engagement with this proposal. I'm grateful for the opportunity to present to such an experienced team.'

After the player delivers their presentation closing, the other players vote by giving either a thumbs up (good) or thumbs down (needs improvement). If the majority of players give a thumbs up, the presenting player scores 2 points. If the majority give a thumbs down, the presenter scores 1 point. If there are no thumbs up, the presenter scores 0 points.

If students are unsure if the criteria have been met, they can consult with the teacher.

After scoring, the scenario card goes to the bottom of the pile, and play passes to the next player.

The first player to reach 8 points wins the game.



| <br>               | You've pitched a new product to investors. | You've trained employees on safety procedures. | You've presented quarterly sales results.        |
|--------------------|--|--|--|
|                    | You've proposed a budget increase.         | You've introduced a new company policy.        | You've demonstrated new software.                |
| '                  | You've presented a project timeline.       | You've explained a process change.             | You've pitched to a potential client.            |
|                    | You've reported on market research.        | You've presented a crisis response plan.       | You've outlined a merger   Proposal.             |
| <br>   <br>   <br> | You've introduced new team members.        | You've explained cost-saving measures.         | You've presented expansion plans.                |
| <br>               | You've delivered performance feedback.     | You've proposed a partnership.                 | You've explained new technology.                 |
|                    | You've presented award nominations.        | You've outlined training requirements.         | You've presented customer   feedback results.    |
|                    | You've explained a product recall.         | You've pitched a marketing campaign.           | You've presented workplace wellness initiatives. |



## Challenge

- 1. Summary (recap key points)
- Call to Action (tell audience what to do next)
- 3. Gratitude (thank the audience)
- 4. Memorable Statement (create impact)
- 5. Player's Choice (pick any of the above)
- Combo Challenge (use two different types)

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Did the closing include the required challenge element?

Was the closing clear and appropriate for the business situation?

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| Round | Player 1 | Player 2 | Player 3 | Player 4 |
|-------|----------|----------|----------|----------|
| 1.    |          |          |          |          |
| 2.    |          |          |          |          |
| 3.    |          |          |          |          |
| 4.    |          |          |          |          |
| 5.    |          |          |          |          |
| 6.    |          |          |          |          |
| 7.    |          |          |          |          |
| 8.    |          |          |          |          |

| Q |   |
|---|---|
| 3 | ≺ |

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|-------|----------|----------|----------|----------|
| 1.    |          |          |          |          |
| 2.    |          |          |          |          |
| 3.    |          |          |          |          |
| 4.    |          |          |          |          |
| 5.    |          |          |          |          |
| 6.    |          |          |          |          |
| 7.    |          |          |          |          |
| 8.    |          |          |          |          |