

# E-book

An electronic version of a printed book that can be read on a computer or a specifically designed handheld device.

## Mind map

A tool for organising and representing knowledge. They form a web of ideas which are all interconnected.

#### Presentation

A way of displaying information about a subject to an audience.

A document containing all the important information about one subject.

Fact file

# Node

A way to represent a concept or idea using text and/or images.

# Quiz

A test of knowledge, especially as a competition between individuals or teams as a form of entertainment.

#### Fiction

A book or story that is written about imaginary characters and events and not based on real people or places.

#### Non-fiction

Writing that is about real people or events rather than stories that have been made up.

# Key Questions

### What do we need to think about when planning a presentation?

The important thing to consider is the audience. Think about how old they are and what they would find interesting. For younger children, a presentation with pictures may be more appropriate.

#### Why should I plan out my presentation?

Planning out your presentation allows you to make sure you have included all the information you need to. It is easier to do this in the planning phase rather than when you have started the presentation.