

Figure 3.1

## KEY DIMENSIONS OF EXPERTISE IN LECTURING: A CHECKLIST

### 1. VENUE

- ensuring that venues are adequate - in terms of e.g. seating, lighting, heating, ventilation, audio-visual facilities, sightlines.

### 2. CONTEXT

- making adequate information available to the students about the lecture course(s) as a whole
- drawing sufficient links between this and previous lectures/other parts of the course/textbooks/ study materials.

### 3. STRUCTURE

- presenting the lecture material in a well-organised form, so that students can follow the structure or sequence adopted
- signposting key points clearly.

### 4. LEVEL

- pitching lectures at a level the students can cope with
- making adequate provision for those who experience difficulties in following the lectures.

### 5. CLARITY

- presenting lectures clearly
- trying to ensure that the explanations given are readily understood by the students.

### 6. USE OF EXAMPLES

- using examples or illustrations whenever helpful to students in grasping key points
- generating examples likely to engage with students' knowledge and interests.

### 7. HANDOUTS AND OTHER MATERIALS

- making appropriate use of handouts or other study materials
- ensuring that these are helpful to the students in summarising, amplifying or reinforcing the lecture material.

### 8. AUDIO-VISUAL AIDS

- using audio-visual aids wherever needed in conveying the subject-matter and so aiding students' understanding.

### 9. AUDIBILITY

- ensuring that the presentation can be clearly heard, even by students at the back and sides of lecture theatres.

### 10. PACE AND TIMING

- presenting the lecture material at an appropriate speed
- keeping to time.

### 11. ENTHUSIASM AND INTEREST

- presenting the material in a lively and enthusiastic way
- seeking to sustain or enhance students' interest in the subject-matter.

### 12. INTERACTION

- grasping opportunities to interact with students - e.g. by inviting questions or comments, or by drawing upon their interests, concerns or experiences.