

Internet Activity Presentation Planner

Introduction to Business Chapter 23 Consumer Rights and Responsibilities

In Chapter 23, you learned that, “Consumer choices can affect the environment.” Many of the products people consume have a negative impact on the environment. One of the things consumers can do to protect the environment is recycle. Recycling is the collection of used products, and the processing of them so that they can be used again. Produce and present a 10-minute talk about recycling. Discuss a few of the products that can be recycled, and the impact recycling has had on environmental problems.

Action Steps for Planning a Presentation

1. Get started by building background knowledge. Read newspaper articles, search the Internet, and make personal phone calls to local experts to understand the issues.
2. Decide on a specific topic. Narrow your focus to a topic that interests you.
3. Research your topic in greater depth. Use books, local media, the Internet, and personal interviews. Take detailed notes and maintain a bibliography as you work.
4. Review your notes and write an outline of your presentation.
5. Plan and create visual aids.
6. Write a draft of your presentation and practice it. Rewrite, practice again, and present.

1. Build Background Knowledge

Did You Know?

Think about these fascinating facts and what they might have to do with environmental issues in your community.

[begin bulleted list]

- Because recycling destroys 20% of the fibers in a piece of paper, paper can only be recycled five times.
- About 50% of all aluminum cans are recycled.
- “Biodegradable” means that a substance will decay into organic material.
- Americans throw away enough aluminum every three months to rebuild our entire commercial air fleet.
- One tree can filter up to 60 pounds of pollutants from the air each year.
- One ton of recycled paper saves 3,700 pounds of lumber and 24,000 gallons of water.

[end bulleted list]

Questions to Ponder

Think about these questions and what they might have to do with issues in your community.

[begin bulleted list]

- How much does it cost to recycle your trash?
- Do all communities offer recycling programs?
- Are there any regulations relating to recycling?

- Do other countries recycle?
- Are there any negative results of recycling?
- What are some materials that are not recyclable?

[end bulleted list]

Key Search Words

Use these key words to search for Web sites that relate to your topic. List other key words you uncover in your search. Take notes about what you find and review your notes later as you narrow your topic.

EPA, aluminum, recycling programs, landfills

Web Sites

2. Decide on Your Topic

Narrow Your Focus

Complete the following flow chart to narrow your topic. Choose a topic that interests you and that will also interest your audience. Write a title and a sentence or two about your talk and ask your teacher to approve it or suggest changes.

Solutions for the Environment > Recycling > _____

Title: _____

Description: _____

Approval: _____ Date: _____

(Teacher's Signature)

3. Conduct Research

Maintain a Bibliography

In addition to Web sites you use in your research, list books and periodicals you consult, and contact information for experts you interview.

Books

4. Write an Outline

Main Ideas and Details

Review your notes and think through the main ideas and details you want to include in your presentation. Put the main ideas in a logical order and list them in outline form as major headings. Include at least two details under each main idea.

I. Introduction

A. _____

B. _____

II. Main Idea

A. _____

B. _____

III. Main Idea

A. _____

B. _____

IV. Main Idea

A. _____

B. _____

V. Conclusion

A. _____

B. _____

5. Plan Visual Aids

Charts, Graphs, Photos, and Video Clips

Describe the visual aids you plan to use in your presentation or use the space below to sketch charts or graphs you will create.

Tips on Creating and Using Visual Aids

[begin bulleted list]

Keep them simple, use them sparingly, and make them visible to everyone in the audience.

Explain the content of the aid when you first show it.

When you finish with the aid, remove it or cover it up.

Be prepared to give your talk without visual aids if technical problems occur.

