

Referat Checklist

Name _____ Topic _____

Outline

Hand in on paper or send as e-mail attachment

- ___ concise statement of objective of presentation
- ___ overview of major and supporting minor points
- ___ topics for further research
- ___ list of URLs (*http://...*) of at least 3 different German websites visited, with brief evaluation of the contribution of each to your *Referat*

Vocabulary List

Send to instructor as e-mail attachment before class or bring enough copies to distribute to all

- ___ at least 15 key words; use the dictionary!
- ___ each word given in “base form”: nouns—nominative singular; verbs—infinitive; adjectives—no ending
- ___ nouns: show gender; verbs: show past and past participle if strong, perfect auxiliary if it is *sein*
- ___ double-check list for completeness and accuracy

Presentation

Either upload, bring on CD-ROM or flash memory, or else send as e-mail attachment by 0800

- ___ at least 50 words of your own text (not just cut and paste)
- ___ review all media for appropriateness, relevance, and contribution to the topic beyond entertainment
- ___ time your presentation (try for 3-4 min. minimum, 5-6 min. maximum)
- ___ puzzle out and practice numbers before you are on the spot
- ___ proofread your presentation – get rid of typos