

QUESTIONS TO ANSWER BEFORE YOU PREPARE A LECTURE

BEST PRACTICES TIP SHEET

Lecturing

OVERARCHING QUESTION

- What are your goals and objectives?

BASIC DETAILS

- Who asked you to lecture?
- Within what course are you lecturing?
- What is being asked of you?

STUDENT INFORMATION

- Are your learners medical students? biomedical graduate students? residents? fellows? postdocs?
- What should /shouldn't you assume about their background knowledge?
- How many learners will attend your lecture?
- Will learners watch your lecture in recorded form?
- What are the learners expecting?

CURRICULUM INFORMATION

- How does your lecture fit into the overall course?
- How does the course fit into the overall curriculum?
- How can you maximize horizontal integration? (e.g., can you tie your lecture to concurrent course content?)
- How can you maximize vertical integration? (e.g., can you tie your lecture to prior and anticipated curriculum content?)

Who is the most important person in the lecture hall?



The Learner

GOALS OF A LEARNER-FOCUSED LECTURE

1. Provide the learner with an ORGANIZED FRAMEWORK to structure their reading around a specific question.
2. Inspire and engage the learner to read more on the topic addressed.

A LEARNER-FOCUSED LECTURER ...

- Inspires and engages
- Encourages bidirectional communication
- Moves out from behind the podium
- Speaks clearly, and with voice modulation
- Makes eye contact with learners
- Provides a big picture perspective and a rationale for the learning experience
- Presents content in a clear organizational scheme
- Shows how learners' prior learning is connected to new content
- Starts and ends on time
- Spells out words (avoids abbreviations)
- Poses questions and offers learners time to process, reflect, and respond
- Is enthusiastic