



MODULE 8 PRESENTATION SKILLS

UNIT 6 Body language 2: Face, eyes and hands

Task sheet

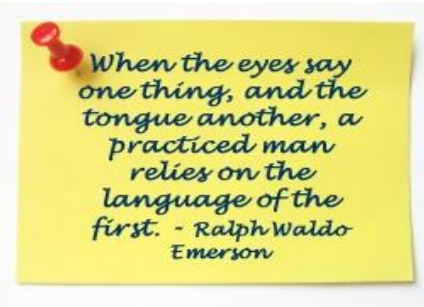
The aim of the lesson:	<ol style="list-style-type: none">1) Raise awareness of the message sent by facial expressions and eye contact2) Examine the strategic functions of gesturing3) Develop conscious control of facial expressions and gestures
Language level:	B2 and up



TASK 1 Acting faces

In this lesson, we are going to consider the supportive role of facial expressions and gestures during presentations.

Facial expressions include eye movement and eye contact, as well as facial movements such as smiling, other expressions of emotions and attitudes, and illustrative facial expressions.



From the popular TV series “Lie to me”, we know that many of the small muscles taking part in producing various facial expressions are beyond our conscious control. Smiles are difficult to fake as recent studies shows that not only different muscles around the eyes and mouth are activated in genuine smiles, but the development or “route” of producing one is different from that of fake smiles. This is why we should strive for natural facial impressions to accompany our messages.

Figure 1 Aspects of facial expressions

Facial expressions	<ul style="list-style-type: none">• Eyes and eye contact• Other facial movements
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TASK 1/A Smiles

Look at the following phrases from a recent study of smile recognition. Observe and try to describe how genuine smiles are different from fake ones.



¹ Source of image: Freire-Obregón, F. & Castrillón Santana, M. (2015). An evolutive approach for smile recognition in video sequences. International Journal of Pattern Recognition and Artificial Intelligence, 29. Online

TASK 1/B Animate your face

Examine the two pictures² below. What impressions do the two pictures create in you?

What can you learn about the presenter based on her facial expressions in terms of

- how she feels in this situation?
- how confident she is about the message she is conveying?
- how easy it is for her to open towards the audience?



Note down your impressions, and discuss them with your partner.

² Source of images:

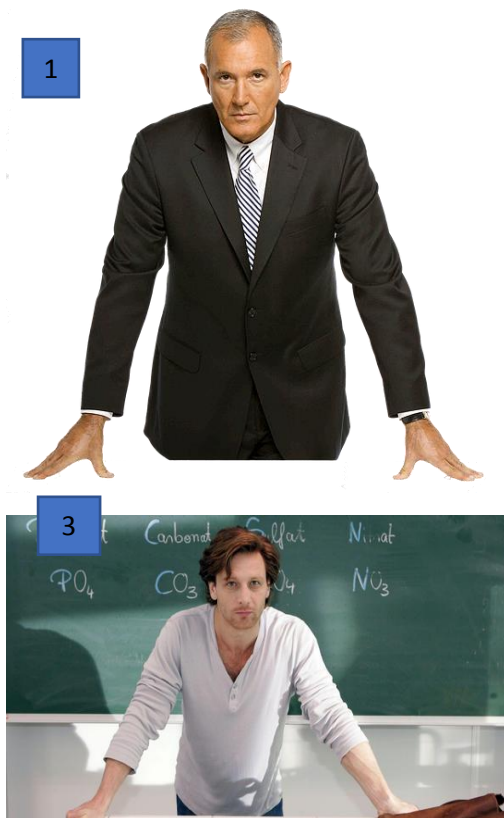
1: [Businesswoman Standing On Stage Reporting Audience: Stockfotó \(szerkesztés most\) 271962833 \(shutterstock.com\)](#)

2: [Üzletasszony állt a színpadon, és jelentéstétél: Stockfotó \(szerkesztés most\) 295402688 \(shutterstock.com\)](#)

TASK 1/C Face and body

Facial expressions cannot be interpreted on their own. Often, they create a specific effect together. Look at the pictures³ below, in which the presenters decrease the distance between themselves and the audience by leaning forward, finding support on a desk. What difference do the facial expressions and body position make? Match the features in the box with one or two of the pictures.

Feature	Picture
1. Eye gaze directed ahead, seeking connection with and response from the audience	
2. The hands only lightly touch the desk, not seeking full support: stabile and confident position	
3. Eye gaze directed slightly upwards, creating a somewhat intimidating look	
4. Seeking full support on desk with palms spread, genuine striving for seeking connection with the audience	
5. No smile, unfriendly and closed	
6. No smile, attentive and open	
7. Broad smile, open	



³ Source of images:

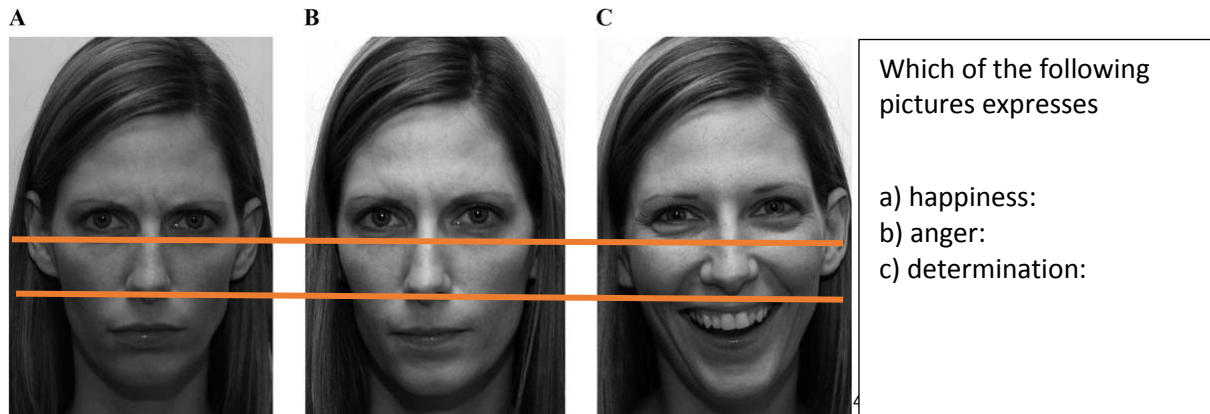
1: Unknown

2: [Important Public Speaking Skills for Workplace Success \(thebalancecareers.com\)](https://www.thebalancecareers.com)

3: [Power Posing at Work \(businessinsider.com\)](https://www.businessinsider.com)

TASK 1/D Play with your face

Facial expressions can be systematically examined by dividing the face into three parts, as in the following picture. The upper part includes the forehead and the eyes, the middle part - the nose and the cheeks, and finally, the lower part includes the mouth and cheek.



Watch the first minute of Roselinde Torres's Ted talk. Examine her facial expression and note down how she accompanies her message with her face. Identify two different expressions. First, label the expression, then try to describe as many features in the three sections of the face as you can. Make reference to other aspects of body language as well which help to create the desired image.

Source:

Roselinde Torres: What it takes to be a great leader? Ted Talk

<https://www.youtube.com/watch?v=aUYSDEYdmzw>

Expression 1:	Expression 2:

⁴ Source of image: Harmon-Jones, C., Schmeichel, B. J., Mennitt, E. & Harmon-Jones, E. (2011). The expression of determination: Similarities between anger and approach-related positive affect. *Journal of Personality and Social Psychology*, 100(1), 172–181.

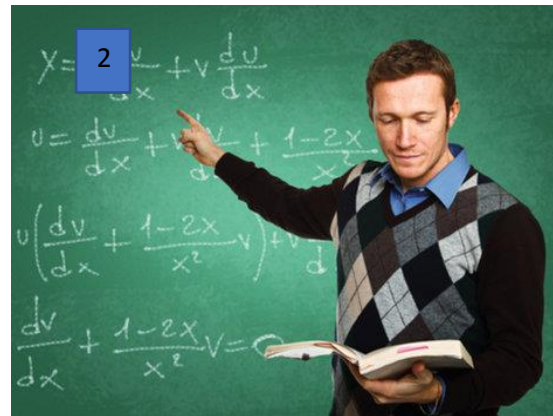
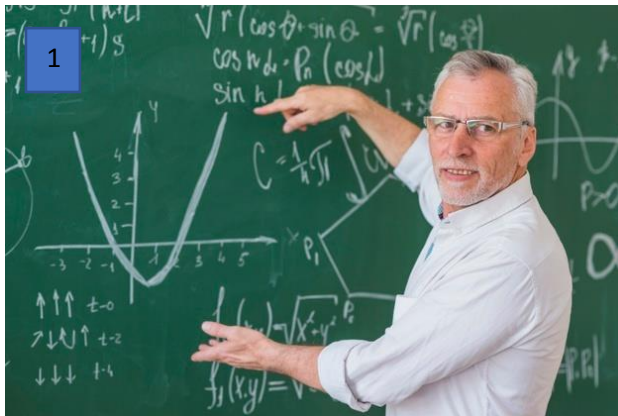
TASK 2 Eyes are the windows to the soul

Eye contact is a key aspect of keeping in touch with the audience, having several functions.

TASK 2/A Functions

Examine the two teachers⁵ below, and imagine yourself sitting in the classroom as a student.

- What different impressions would you form about the teachers?
- What does the first teacher communicate with his strong gaze?



Note down your ideas here.

⁵ Source of images:

1: [Free Photo | Senior teacher in glasses explaining math example on green chalkboard \(freepik.com\)](#)

2: [Free Photo | Serious young geometry teacher wearing glasses standing in front of chalkboard in classroom reading book pointing finger on it \(freepik.com\)](#)

TASK 2/B Strategies

Watch the first one and the half minutes of Jeremy Harmer's keynote talk, in which he tells about "one little incident". Examine his eye contact technique:

- How does he move his eyes?
- When does he stop moving his eyes, and why?

Source:

ISTEK ELT 2013 Keynote - Jeremy Harmer "Does Correction Work? It Depends Who You Ask!"

<https://www.youtube.com/watch?v=AlGc1ZDnxgA>

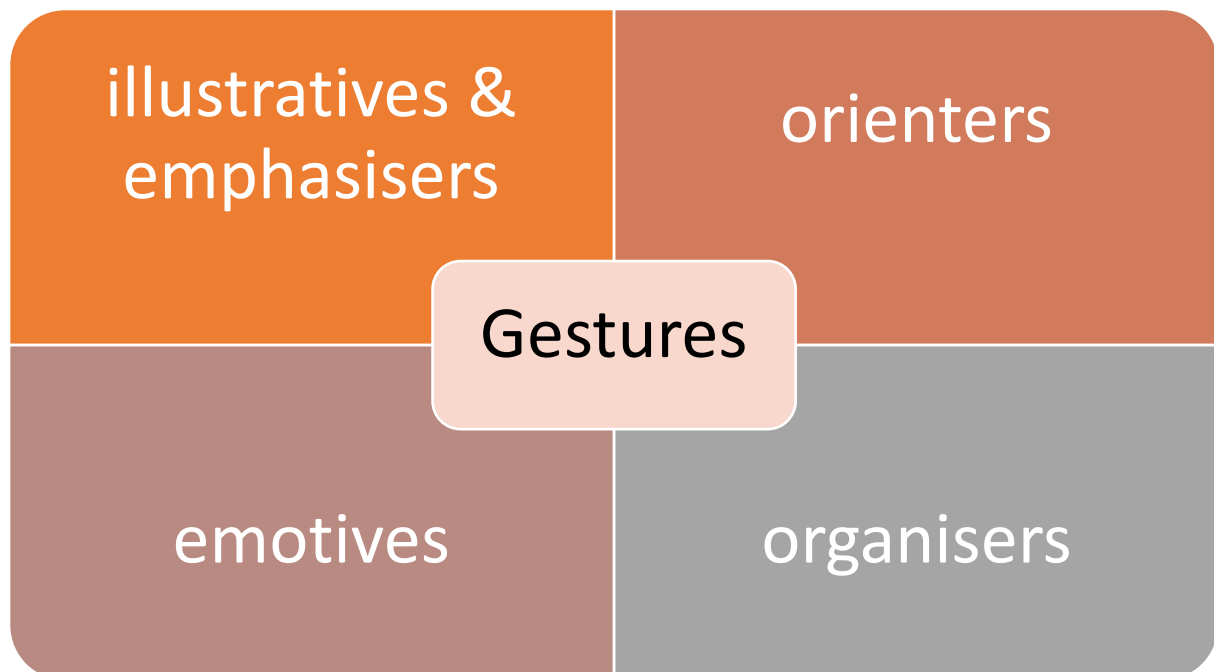
Note down your ideas here.

TASK 3 Gestures

Look at your hands as the extension of your thoughts. If you keep them free, they will unconsciously follow your ideas. However, it is useful to be aware of the different functions fulfilled by gesturing to be able to plan them more consciously.

- **Illustratives and emphasisers** accompany the verbal message by, for instance, giving weight to key points (moving you open hands with palms towards the body up and down) or indicating the size of something (moving the hands close or apart).
- **Orienters** direct the audiences attention to important information, for instance, by counting with fingers, showing “on the one hand” and “one the other hand” by putting aside one open hand then the other, or by pointing at information on the screen.
- **Organisers** are used to manage interaction with the audience. Reaching out towards a person we would like to ask to contribute, indicating groups or pairs, or using the “time is up” signal belong to this category.
- Finally, **emotives** are the expressions of the presenter’s emotions and attitudes to the topic or context. Typical examples include the thumb-up signal or raising a clenched hand to indicate victory, or waving to show hopelessness or disappointment.

Figure 2 Functions of gestures



TASK 3/A Functions

Examine the pictures⁶ and write their numbers into the appropriate boxes in the chart below. Add one or two further examples to each function.

1		2		3	
4		5		6	
7		8		9	
10		11		12	

⁶ Source of images:

1: [Stratégiaák, hogy a diákok motiváltak legyenek - Az osztályod, az országod \(tuclase.cl\)](#)

2: [Como Ajudar Nossos Cães E Gatos Idosos Pela Alimentação | Revista Cuidare](#)

3: [bb-teaching-0710141052.jpg \(944x402\) \(uvic.ca\)](#)

4: [Public Speaking Hand Gestures #6 Free Stock Photo - Public Domain Pictures](#)

5: [Public Speaking Hand Gestures #3 Free Stock Photo - Public Domain Pictures](#)

6: [Serious Businessman Explaining Table to Audience Stock Photo | Adobe Stock](#)

7: [Free Photo | Pleased adult handsome man wearing glasses standing in profile view doing size gesture looking at camera isolated on white wall \(freepik.com\)](#)

8: [People5 - Ejecutivo Entusiasta, HD Png Download - 651x832\(#1647027\) - PngFind](#)

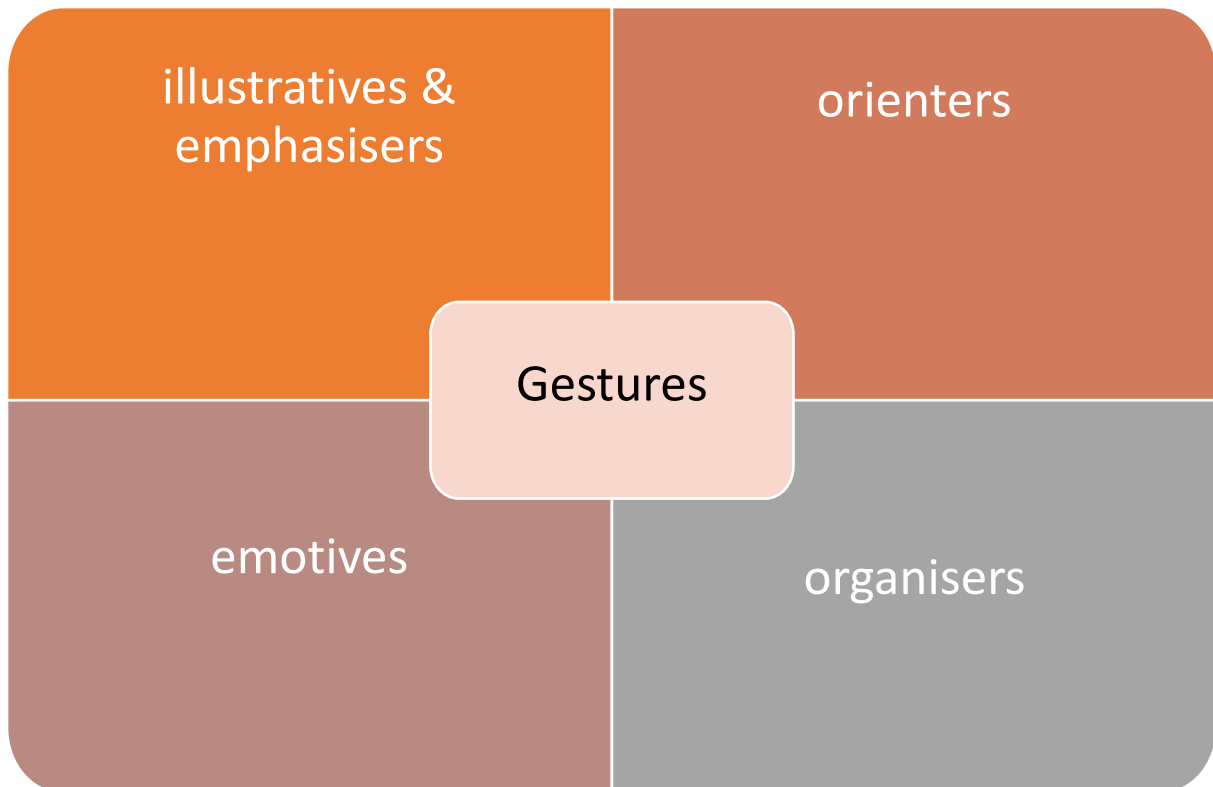
9: <https://www.politico.com/magazine/story/2019/09/13/democratic-debate-body-language-228103/>

10: [20 Hand Gestures You Should Be Using | HuffPost Impact](#)

11: [Free Photo | Strict showing silence gesture male teacher wearing glasses sitting at table with school tools in classroom \(freepik.com\)](#)

12: [Beautiful business woman is speaking on conference. Stock Photo | Adobe Stock](#)

Figure 3 Functions of gestures: Task



TASK 3/B Compulsive movements

Compulsive movements are unconscious and instinctive movements that we produce in stressful situations “to let out the steam” which is generated by the adrenaline flush accompanying these situations. Presentations and no exceptions and presenters are largely unaware of these hand, arm and leg movements unless their attention is called to them. The problem with these movements is not only that they give away the stress of the person, but some of them convey additional, rather negative messages.

Examine the following pictures, and match them with the message that they convey.

1. Am I not a little too aggressive?	2. I'd rather not say what I need to say	3. I'm just nervous.
4. What should I say now?	5. Oh, when will it end?!	6. I have no idea, really.
7. You had better accept what I'm saying.	8. It's not my fault, really! Please, believe me!	9. I don't like this whole situation: I just can't get enough air.

		
A.	B.	C.
		
D.	E.	F.
		
G.	H.	I.

⁷ Source of images:

1: [Sinus caroticus syndrom - NHI.no](http://Sinus%20caroticus%20syndrom%20-%20NHI.no)

2: [How to Read Hand Gestures \(palm-reading.org\)](http://How%20to%20Read%20Hand%20Gestures%20(palm-reading.org))

3: [The Doldrums of Leadership | PERQ](http://The%20Doldrums%20of%20Leadership%20|%20PERQ)

4: [touching-nose_0.jpg \(1920x2120\) \(gqindia.com\)](http://touching-nose_0.jpg%20(1920x2120)%20(gqindia.com))

5: Unknown

6: [Body Language & Emotional Intelligence: February 2012 \(bodylanguagesuccess.com\)](http://Body%20Language%20&%20Emotional%20Intelligence:%20February%202012%20(bodylanguagesuccess.com))

7: [ホリエモン「生活保護世帯への進学支援は『税金の無駄遣い』」 | ハフポスト \(huffingtonpost.jp\)](http://ホリエモン「生活保護世帯への進学支援は『税金の無駄遣い』」|ハフポスト(huffingtonpost.jp))

8: [LIE: I have a right to punish those who hurt me - davidherin.org](http://LIE:%20I%20have%20a%20right%20to%20punish%20those%20who%20hurt%20me%20-%20davidherin.org)

9: [職場で嫌われる人の特徴・タイプ・思考 | HITOFURI](http://職場で嫌われる人の特徴・タイプ・思考|HITOFURI)

In sum

- **Our face and eyes are clear reflections of our feelings and attitudes to the situation, which are very difficult to fake. Because of this, it is imperative to learn techniques to fight extreme stage fright, and to be well-informed about and committed to the topic we present.**
- **Eye contact is the most effective strategy to keep in touch with and involve the audience. Whatever activities and forms of visualisation you use, make sure you do not frequently turn away from the audience.**
- **The hands are the natural assistants of our speech – if we let them to do their job instinctively. Free your hands to enable them to accompany your speech.**
- **Gestures can perform several functions during presentations. Using them regularly not only provides visual clues to the audience about what is going on, but also makes your appearance more dynamic.**
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MODULE 2 PRESENTATION SKILLS

UNIT 14 Body language 2:

Face, eyes and hands

Key

TASK 1 Acting faces

TASK 1/A Smiles

Genuine smile: both the eyes and the mouth smile

- narrow eyes, crow's feet (nevető ráncok) outside the eyes,
- mouth open wider than in the case of fake smiles and upper teeth are visible (but not the bottom teeth!),
- cheeks enlarged

Fake smile: only the mouth smiles, the eyes do not

- often asymmetric mouth
- no crow's feet outside the eye
- closed mouth
- bottom teeth are visible too

TASK 1/B Animate your face

What can you learn about the presenter based on her facial expressions?

Picture 1: poker face

- overall, it is difficult to infer any information from this face about how the presenter feels in this situation, and about how she intends to behave
- she looks confident, but because of the generally enigmatic look, even this seems ambiguous
- she does not intend to open towards the audience, looks distant and unapproachable

Picture 2: smiling face


- overall, she radiates positive feelings about herself and the situation
- she looks friendly and confident, not too formal
- she appears more willing to open towards the audience as she seeks eye contact

TASK 1/C Face and body

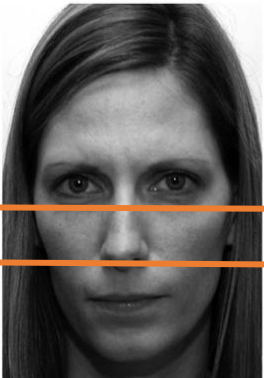
Feature	Picture
1. Eye gaze directed ahead, seeking connection with and response from the audience	2, 3
2. The hands only lightly touch the desk, not seeking full support: stabile and confident position	1
3. Eye gaze directed slightly upwards, creating a somewhat intimidating look	1
4. Seeking full support on desk with palms spread, genuine striving for seeking connection with the audience by bending forward	2
5. No smile, unfriendly and closed	1
6. No smile, attentive and open	3
7. Broad smile, open	3

TASK 1/D Play with your face


A



B



C



Which of the following pictures expresses

a) happiness: C
b) anger: A
c) determination: B

Roselinde Torres TED talk	
Expression 1: Illustrating the confident “superhero”	Expression 2: Questioning the superhero image (doubt)
<p>General posture:</p> <ul style="list-style-type: none"> – erect and stiff, folded arms indicate distance, head bent back, chin up <p>Face:</p> <ul style="list-style-type: none"> – looking down on her followers – strong gaze, narrow eyes and knitted eyebrows cause a strict look 	<p>General posture:</p> <ul style="list-style-type: none"> – switches back to more relaxed posture (less erect, only hands touch before body) <p>Face:</p> <ul style="list-style-type: none"> – lifted eyebrows (wrinkles above the eyebrows) – nose and mouth slightly lifted, smiling wrinkles around the nose, half-closed mouth stretched to side

TASK 2 Eyes are the windows to the soul

TASK 2/A Eyes: Functions

Teacher 1: confident, enthusiastic, dynamic, using his strong gaze to control the audience (listen to me!), to connect to them and emphasise his message as well

Teacher 2: looks a little lost, static, lacks signals of positive attitudes, no eye contact with the audience as he is buried in his book

TASK 2/B Strategies

Watch the first one and the half minutes of Jeremy Harmer's keynote talk, in which he tells about "one little incident". Examine his eye contact technique:

- How does he move his eyes?
 - He is continuously sweeping the audience with his eyes from left to right and from right to left as he is moving from side to side. He also, less frequently, moves his eyes to look at people sitting closer to him and also those sitting further away. He creates the impression of "taking in" everyone with his eyes.
- When does he stop moving his eyes, and why?
 - He stops sweeping the audience with his eyes when he says something important and wants to highlight it. He highlights information by using the combination of volume, pause and fixed eye and body position.

TASK 3 Gestures

TASK 3/A Gestures: Functions

Illustratives and emphasisers: 3, 5, 7, 10, 12

Orienters: 4, 6, 9

Emotives: 2, 8

Organisers: 1, 11

TASK 3/B Compulsive movements

1. Am I not a little aggressive? H	2. I'd rather not say what I need to say B	3. I'm just nervous. E
4. What should I say now? D	5. Oh, when will it end?! C	6. I have no idea, really. I
7. You had better accept what I'm saying. F	8. It's not my fault, really! Please, believe me! G	9. I don't like this whole situation: I just can't get enough air. A