

## Final Activity Planner



**Read and plan your new activity.**

*Imagine you are in charge of planning a new activity with your friends.*

- Follow the guidelines to present your final plan – remember, it is an oral presentation.
- You can prepare some pictures or get real items handy for the task.

**Presenting Time: \_\_\_\_\_minutes.**

Points to cover		Key information to present	Language I can use for presenting the point
1.	Set budget		
2.	How many people will be down		
3.	Date, Activity and Description		
4.	Cost of activity & Cost of items if needed		
5.	Final cost		
6.	Place		
7.	Tips or strategies for the activity		
8.	Extra activities you can do before or after the main activity		
9.	Summary		
10	How much of a planner expert I think I am now		