### Introduction



#### PRESENTER'S GUIDE

Welcome to the second edition of the EVANGELIUM course, which shares the riches of Catholic faith and life in a straightforward, precise and beautiful manner. This *Presenter's Guide* is to assist those who are presenting the course to classes or small groups. The guide may also assist those who are using the course materials to teach themselves.

The EVANGELIUM course uses computer technology to present the truths of the Catholic Faith in a visual manner, combining contemporary display capabilities with a rich tradition of Christian art. The course uses the popular programme Microsoft PowerPoint<sup>©</sup>, but presenters using PCs do not need to purchase a copy of this programme. A version that is suitable for displaying the presentations, PowerPoint Viewer<sup>©</sup>, is distributed free with the EVANGELIUM CD. See the CD for details of the operating system requirements, but most PCs purchased in the last decade should have no difficulty running the supplied version of PowerPoint Viewer<sup>©</sup>. The presentations also run on Mac computers which have Office Mac 2008.

This *Presenter's Guide* provides two practical benefits. First, on the following two pages, the guide provides straightforward instructions for setting up and running a presentation. Second and most important, the guide gives practical assistance to help teach each presentation in an effective manner. The introduction (pages viii - x) explains how to use pictures, definitions and summary activities as teaching tools. The main body of the document (pages 1-50) gives detailed teaching notes for every presentation, two pages per presentation. The first of these pages suggests questions and teaching points to use when presenting the slides. The second of these pages anticipates some of the thoughtful questions that people tend to ask about these subjects, or that presenters might like to ask participants to stimulate discussion.

As in the *Participant's Book*, the *Presenter's Guide* lists references to further reading from the *Catechism of the Catholic Church* (labelled "ccc.") and the *Compendium of the Catechism*. The Catholic Encyclopaedia, available on the Internet, may also be helpful.

If you have any questions, suggestions for improving the course or developing new products, please do not hesitate to contact the EVANGELIUM project team. Our prayer is that this course will be of assistance to a great many people in achieving the true purpose of life: to prepare for heaven, to become saints and to see God face to face.

Fr Marcus Holden and Fr Andrew Pinsent

www.evangelium.co.uk

# Connecting a laptop to an external display device for teaching on a large screen

When presenting EVANGELIUM to groups of students, the PowerPoint<sup>©</sup> sessions that accompany the course are best viewed on a large screen. A typical setup, shown below, is to connect a laptop running the PowerPoint<sup>©</sup> sessions to an external display device. This external display device is typically a PC projector which projects an image of the computer display onto a large surface such as a wall or blank screen.



1. Standard equipment required: (A) a laptop; (B) the EVANGELIUM CD; (C) the cable from the PC projector or other external display device (*not shown*); (D) a cordless pointer for controlling the presentation.



2. Plug the cable from the PC projector, or other external display device, into the matching port on the laptop. Switch on the external display device and switch on the laptop.



3. The laptop may detect automatically the external device. If not, on most laptops one uses the 'Fn' key and a key marked 'CRT/LCD' (and/or with a little picture of a monitor) to turn the display on manually.



4. While not essential, a cordless pointer (such as the Logitech<sup>®</sup> shown here) is useful for controlling the presentation while standing or walking around. The main button advances the PowerPoint<sup>®</sup> slides.



5. Plug the receiver from the cordless pointer into the laptop and switch on the pointer.



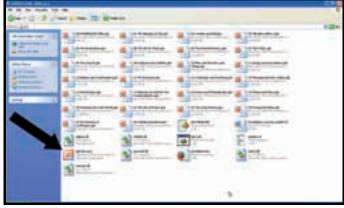
6. Insert the EVANGELIUM CD into the laptop and go to the instructions on the next page.

### Running the PowerPoint<sup>©</sup> Presentations

EVANGELIUM presentations run like any PowerPoint Viewer<sup>©</sup> presentation and are very straightforward to operate. For further information on the details of PowerPoint<sup>©</sup>, consult Microsoft help resources.

### Loading a Presentation





The CD should load automatically and display the table above. Use the computer's mouse to select a presentation and click on the presentation to begin.

If the CD does not load, go to 'My Computer' and double-click on the "EVANGELIUM\_2009" CD icon. Alternatively, find the file on the CD itself (above) and double-click the "PPTVIEW.EXE" file (arrow) or one of the specific presentation files.

### Running a Presentation using Keys on the Computer Keyboard

Go to the next slide: Page Dn or Go to the previous slide: Page Up or Go to the last slide: **End** Go to the first slide: Home Right-click on the mouse and select

Go to any slide: 'Go to slide [name]'

End presentation: **Esc** 

# Using the Works of Art on the EVANGELIUM slides as a Teaching Tool

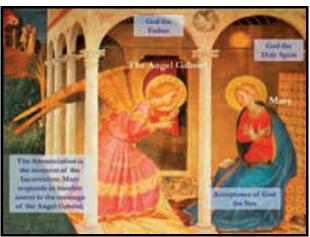
Each EVANGELIUM presentation uses many works of art as teaching tools. For many pictures, labels are also provided that highlight some of the theological meaning of the painting. The example sequence of slides shown below illustrates how these works and their labels can be used to enhance teaching.



### First slide: the picture is shown without labels

Ask the participants what is happening and whether they can see any symbols that illustrate the themes of the current session.

In this picture of *The Annunciation*, one could ask, for example, who the two principal figures are in the foreground of the painting and whether there are any symbols of the Trinity in the picture.



## Second slide: the picture is shown with labels

The labels give names and brief explanations of some of the symbols in the picture. A follow-up question might be to ask why these symbols are appropriate for what they symbolise.

The names of Gabriel, Mary and the symbols of the Trinity are indicated in this example.



## A third slide (some pictures): additional details are shown

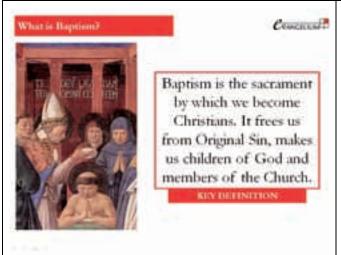
For some pictures, still more details are indicated on one or more further slides.

The background drama is highlighted in this example, namely the expulsion from Eden. This detail provides the opportunity to connect the material of the current session on the *Incarnation* to a previous session, the *Creation and Fall*.

Going through the presentation before teaching is worthwhile in order to know what kind of features to discuss in each painting. Furthermore, be aware that the labels only give a few of the most important details of each picture. Either you or the participants may spot many other details that the artist has included.

# Using the Definitions on the EVANGELIUM slides as a Teaching Tool

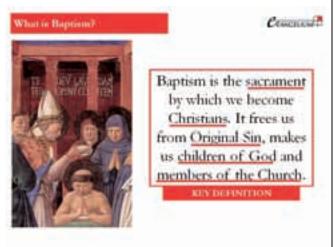
Each EVANGELIUM presentation contains definitions and short descriptions, the words of which have been chosen carefully to communicate essential truths in a brief and precise way. The following example shows some ways to teach these definitions and descriptions to participants in a more effective manner.



#### 1. The definition

Display the slide and ask one of the participants to read the definition to the group.

In this example, the definition is that of Baptism, from the session *Baptism and Confirmation*.



Note that the red lines shown in this example are for illustration purposes: they do not appear on the slides.

### 2. What the definition says

To encourage them to think about the definition, ask the participants to identify the different parts of the definition using their own words, helping them with questions if necessary.

In this example, you could ask, "What does the first sentence say that Baptism is and what Baptism does?" The answer is that Baptism is a sacrament and that it makes a person a Christian.

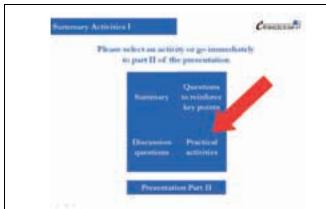
You could also ask, "What are the effects of Baptism, according to the second sentence?" The answers could be expressed as: (i) freedom from Original Sin; (ii) adoption as a child of God; (iii) becoming a member of the Church.

### 3. Why the definition says what it says

To help the participants to grasp the meaning and implications of the definition more deeply, ask questions that help them to see why the definition says what it says. You could ask, for example, why Baptism is different from a 'naming-ceremony' for babies, according to this definition. One answer is that a 'naming-ceremony' does not cause any of the effects of Baptism that they have found in this definition, such as becoming a child of God. You could also ask what is implied by describing Baptism as a sacrament, recalling the definition of a sacrament in the session *Liturgy and Sacraments*. Questions such as these also help participants to see how different aspects of the faith are interconnected.

# Using the Summary Activities to Reinforce Learning from EVANGELIUM

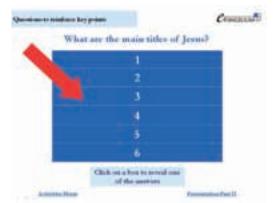
Each part of an EVANGELIUM presentation concludes with four sets of brief, optional summary activities to reinforce learning. This variety provides a range of activities appropriate for a range of different groups.



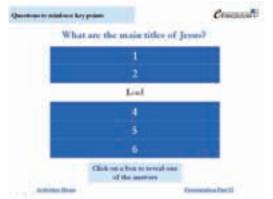
A first slide presents the options: click on one of the boxes with the mouse or simply go through the subsequent slides until reaching the option required.



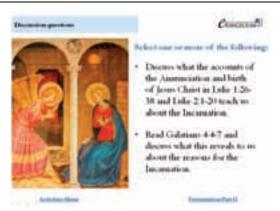
A second slide presents a brief summary of the previous part of the session. Ask participants to read out the key points and ask what else they recall.



A third slide asks a question with several answers. Ask the participants to recall some answers. If one of these answers is correct, click on the appropriate box.



Third slide continued. The box is removed to reveal the correct answer (note: to know which box to click, you need to check where the answers are in advance).



A fourth slide presents some topics for brief discussion. Note that some of these may discussions may require reading resources, such as a Bible.



A fifth slide proposes some practical activities, such as reading or examining pictures or objects. In some cases, activities may require some simple resources.

There is a prayer of St Thomas Aquinas in the introduction to the *Participant's Book* (p. vii) and another prayer on the concluding slide of each presentation. It is a good practice to begin and end a teaching session by praying these prayers with the participants.