

Week 2: Visual processing

Once you've stopped talking, what have you left behind?

- Use colour - colour-coding can help students understand expectations.
- You could colour code:
 - slides
 - timetable
 - areas of the room
 - type of work (e.g. independent/talk partners/group work etc.)
 - noise level expectations.
- background colour - use dark coloured text on light (not white) background
- use a readable font such as:
 - Verdana
 - Arial
 - Comic Sans a
 - Tahoma
 - Calibri
 - Century Gothic a
 - Trebuchet

a = fonts with single story 'a' (not a)
- spacing - 1.5 spacing can improve readability
- avoid underlining and italics - they can make text appear to run together and cause crowding
- use bold instead



If you have a certain topic you would like tips on, email rebecca.duffus@cognus.org.uk