Make a flyer for an event



Use AI to write clear, catchy words for a flyer, then check the details people need to turn up.

By the end, you'll be able to:

- list the details every flyer needs
- use AI to write short, catchy wording
- check dates, times and prices before printing

Warm-up What makes you stop and read a poster?

Talk about it with your group. Think of a poster in a shop window or on a noticeboard. What made you read it?

1 The must-have details

June is organising a coffee morning. These are her made-up notes. Fill in the table.

JUNE'S NOTES
Coffee morning at St Mary's Hall, Church Lane. Saturday 13 March 2027, 10 am to 12 noon. £2 entry, including tea or coffee and cake. Raising money for the hall roof. Cake stall and raffle. Step-free access. Call June on 01632 960 456.

	Details
What?	
When?	
Where?	
How much?	
Who to contact?	

2 Ask AI for the wording

If you have a device, try this prompt with June's notes.

TRY THIS PROMPT

Please write the wording for an A4 flyer for this coffee morning. Give it a short, catchy headline, then the key details in large, clear text: what, when, where, cost and contact. Keep it under 60 words. Only use the details I've given you. Here are my notes:

3 Check the flyer

An AI wrote this. Find **two** mistakes.

EXAMPLE AI FLYER

Cuppa for the Roof!
Join us for a coffee morning at St Mary's Hall, Church Lane.
Sunday 13 March 2027, 10 am to 12 noon.
Free entry! Cake stall and raffle.
Call June: 01632 960 456

4 Make it easy to read

Tick the good ideas for a flyer.

☐ A big, clear headline ☐ Tiny text to fit more in ☐ Dark text on a light background

☐ A picture that fits the event ☐ Ten different fonts ☐ The date and time stand out

Write a catchy headline for an event of your own.

5 Before you print

- Check the day and date on a calendar.
- Ask someone else to read it: a second pair of eyes catches mistakes.
- AI can also make a picture for the flyer, or a short version for social media.

> **No device?** In small groups, sketch June's flyer on paper. Which details go biggest?

Find out more: read the free step-by-step guide, with a 10-second video, at **nosebleed.si/ideas/make-a-flyer-for-an-event**

Teacher notes: Make a flyer for an event

Time: 45 to 60 minutes

Level: beginners; no AI experience needed

Group: any size; works well in pairs

You'll need: a copy per learner; phones or tablets with an AI chat app (optional)

Before the session

Try the prompt with June's notes. June and St Mary's Hall are made up. The phone number is from a range reserved for drama, so it can't be real. 13 March 2027 is a Saturday.

Running order

5 min	**Warm-up.** Posters that work.
10 min	**Part 1.** The must-have details.
15 min	**Parts 2 and 3.** Try the prompt, then check the flyer.
15 min	**Parts 4 and 5.** Easy to read; headlines.
5 min	**Wrap-up.** Check the date on a calendar.

Answers: Part 1

What: a coffee morning (cake stall, raffle) for the hall roof.
When: Saturday 13 March 2027, 10 am to 12 noon.
Where: St Mary's Hall, Church Lane.
How much: £2, including a drink and cake.
Contact: June, 01632 960 456.

Answers: Part 3

1. **Sunday**: it's Saturday.
2. **Free entry**: it's £2.

It also leaves out step-free access, which some people need to know.

Answers: Part 4

Good: a big headline; dark on light; a fitting picture; the date and time standing out. Avoid tiny text and lots of fonts.

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