

Nr. 48 Brush up your English – Presentation and Discussion

target group: Academic/non-academic executives and academics from doctor level and above who are able to communicate in everyday situations and wish to improve their English for job related subjects.

aims of the course: Due to globalisation English is becoming more and more important in all areas of research and university management. In the course participants will develop their presentation and interpersonal communication skills in English. They will also be taught effective methods of developing their job-specific vocabulary.

course content: The main focus will be on presentation and discussion:

- Structuring a presentation: taking a closer look at the parts of a presentation (introduction, main body, conclusion, question and answer sessions)
- Discussions about university matters (politics, structure, research, aims, external funding etc.)
- Presentation of your field of work to a general audience
- Presentation and discussion of work results; research conclusions and achieved objectives within projects

course instructor: Nick Parry
International Communication Trainer

Termin	Uhrzeit	Ort	Raum	Begrenzte Teilnahme
jeweils freitags 11.04., 18.04. und 25.04.2008	09:00 – 13:00 Uhr	Zentrale Universitätsverwaltung, Seminarstraße 2, (2. OG)	235	8 – 12