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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------|
| <b>Module title</b>                                                                                                                                                                                                                                                                                                                                                                                                                                           |                              | <b>Abbreviation</b>                                           |
| Presentation skills training                                                                                                                                                                                                                                                                                                                                                                                                                                  |                              | 38-CS-Praes-152-m01                                           |
| <b>Module coordinator</b>                                                                                                                                                                                                                                                                                                                                                                                                                                     |                              | <b>Module offered by</b>                                      |
| head of Service Centre for Innovation in Teaching and Learning (ZiLS)                                                                                                                                                                                                                                                                                                                                                                                         |                              | Service Centre for Innovation in Teaching and Learning (ZiLS) |
| <b>ECTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Method of grading</b>     | <b>Only after succ. compl. of module(s)</b>                   |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                             | (not) successfully completed | --                                                            |
| <b>Duration</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Module level</b>          | <b>Other prerequisites</b>                                    |
| 1 semester                                                                                                                                                                                                                                                                                                                                                                                                                                                    | undergraduate                | --                                                            |
| <b>Contents</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               |                              |                                                               |
| <p>Organisation and structure of presentations, proper preparation of notes. Preparing and holding short presentations in order to improve personal appearance. Direct feedback from the speaker and the participants on each presentation. Video analysis of the presentations. Types and relevance of non-verbal communication. Communication models, self-perception and public image. Dealing with stage fright and disruptions during presentations.</p> |                              |                                                               |
| <b>Intended learning outcomes</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |                              |                                                               |
| <p>The students know how to appear professional during (oral) presentations or speeches, be it at university, work or in private life. They are skilled in using different types of presentation media. Furthermore, the students are able to recognise their own strengths and weaknesses and can therefore improve their competencies.</p>                                                                                                                  |                              |                                                               |
| <b>Courses</b> (type, number of weekly contact hours, language – if other than German)                                                                                                                                                                                                                                                                                                                                                                        |                              |                                                               |
| Ü (1)                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                              |                                                               |
| <b>Method of assessment</b> (type, scope, language – if other than German, examination offered – if not every semester, information on whether module is creditable for bonus)                                                                                                                                                                                                                                                                                |                              |                                                               |
| Präsentation (ca. 15 Min.) mit schriftlicher Ausarbeitung (ca. 5 S.)                                                                                                                                                                                                                                                                                                                                                                                          |                              |                                                               |
| <b>Allocation of places</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   |                              |                                                               |
| <p>max. 12 places. Places will be allocated according to the number of subject semesters; among applicants with the same number of subject semesters, places will be allocated by lot. A waiting list will be maintained and places re-allocated as they become available.</p>                                                                                                                                                                                |                              |                                                               |
| <b>Additional information</b>                                                                                                                                                                                                                                                                                                                                                                                                                                 |                              |                                                               |
| --                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                              |                                                               |
| <b>Workload</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               |                              |                                                               |
| 30 h                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                              |                                                               |
| <b>Referred to in LPO I</b> (examination regulations for teaching-degree programmes)                                                                                                                                                                                                                                                                                                                                                                          |                              |                                                               |
| --                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                              |                                                               |
| <b>Module appears in</b>                                                                                                                                                                                                                                                                                                                                                                                                                                      |                              |                                                               |
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