

## **Advanced Presentation Skills**

- two-day workshop for graduate students within the frame of BuildMoNa -

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How to give successful oral presentations in the natural and related sciences? The present workshop (held in English language throughout) aims at an improvement of the presentation skills of graduate students. Besides a short review of the basic foundations of successful oral presentations, the workshop will cover advanced methods and techniques for preparing and performing oral presentations with special focus on the particular setting at international scientific conferences. As a major element of the workshop, the attendees will jointly prepare and practice their yearly progress report presentation in front of their colleagues and advisors of BuildMoNa. The presentation at the report meeting will be monitored by video and thoroughly analyzed in group and plenary discussions with the colleagues on the day after the workshop. With the goal to reach an advanced level, the attendees should have basic experience in giving oral presentations, e.g., from the workshop „Erfolgreich Präsentieren“, and should have a fair knowledge of the English language.

### **time schedule**

#### **19<sup>th</sup> September 2011, Johannisallee 29, SR 115**

09:00 – 09:10 welcome and introduction of the workshop

09:10 – 09:45 common definition of the workshop goal

09:45 – 10:30 instruction I (advanced presentation techniques)

*10:30 – 10:45 coffee break*

10:45 – 11:30 practice I (preparation and planning of the report presentation material)

11:30 – 12:00 discussion and evaluation of practice I

*12:00 – 13:00 lunch break*

13:00 – 13:15 instruction II (physical skills and handling questions)

13:15 – 15:15 practice II (aims and strategy for student presentations)

*15:15 – 15:30 coffee break*

15:30 – 16:30 discussion and evaluation of practice II

16:30 – 17:00 feed-back and end of the day

#### **26<sup>th</sup> September 2011, NH Hotel Dresden, Hansastr. 43, Raum Lausitz + Konferenzsaal**

09:00 – 09:30 preparation (goals and interaction with the audience)

11:15 – 14:30 presentations at the 4<sup>rd</sup> BuildMoNa Workshop (video monitoring)

#### **28<sup>th</sup> September 2011, Johannisallee 29, SR 115**

09:00 – 11:30 discussion of the presentations

11:30 – 12:00 final feed-back