

Advanced Presentation Skills

- *two-day workshop for BuildMoNa doctoral candidates* -

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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. The presentation at the report meeting will be monitored by video and thoroughly analyzed in group and plenary discussions with the colleagues on the second workshop day. 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

day 1: 14 October 2008

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 – 13:30 instruction II (elements of successful presentation)

13:30 – 15:30 practice II (aims and strategy for student presentations)

15:30 – 16:00 coffee break

16:00 – 17:00 discussion and evaluation of practice II

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

day 2: 17 October 2008 within the BuildMoNa Workshop for Doctoral Candidates

08:30 – 09:00 instruction III (goals and interaction with the audience)

09:00 – 15:30 presentations at the yearly progress report meeting (video monitoring)

15:30 – 15:45 coffee break

15:45 – 17:15 discussion of presentation in groups

17:15 – 17:45 final feed-back