### Course Code and Title
**EAL4650 Effective Presentation Skills**

#### Run
Semester 1 & 2

#### Rating
Level 4

#### Prerequisites
None

#### Lectures
None

#### Seminars / classes
20 hours: 2 hours per week for 10 weeks

#### Tutorials
None

#### Assessment
None

#### Module convener
Alan Hart

#### Module aims
- To eliminate fear and increase confidence in speaking in public and in giving presentations, rendering these activities thoroughly enjoyable to presenter and listeners alike.
- To show speakers how to present with passion and enthusiasm.
- To show how to focus a presentation on a single, memorable key proposition.
- To show how to persuade listeners through logical argument and discussion rather than through unsupported opinion.
- To show how to structure a presentation with key pieces of supporting evidence.
- To ensure that the presentation is effectively researched.
- To ensure that the presentation is punctilious in academic terms (abstract, accuracy and acknowledgments).
- To show how the individual sections of a presentation can be linked together, so that the presentation has a natural coherence and flow.
- To develop strategies in the speaker for managing time, handling questions and not being heavily reliant on notes.

#### Module outline
This 5-week module aims to develop students' skills in presenting and communicating information. It shows students what is expected of a presentation in an academic environment, how they should focus and structure their talk, manage their time, make effective use of visual aids, and handle questions. Students will learn to use a variety of presentation and communication media, develop public speaking skills and produce a presentation script in preparation for a presentation of their choice.

#### Learning outcomes
At the end of this module students should be able to:
- Give a presentation in public as a member of a team
- Develop a key proposition and argue with well-selected supporting evidence and flow of logical argument.
- Speak with and convey passion and enthusiasm.
- Present academically in terms of abstract, accuracy and acknowledgments.
- Speak without too heavy a reliance on notes.
- Manage time in the context of their oral presentations.
- Make effective use of visual aids.
- Lead a seminar discussion and handle questions after the presentation.

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