

*Title and Code of Course:* Advanced Presentation Skills ERPB-BAN4006

*Instructor's Name:* Dr. Váró Kata Anna

*Instructor's Email Address:* varo.kata.anna@kre.hu

Credit Point Value: <b>6</b>	Number of Lessons per Week: <b>2</b>	Type of Course: <b>Seminar</b> <input checked="" type="checkbox"/> <b>Lecture</b> <input type="checkbox"/>	Method of Evaluation: <b>Oral Examination</b> <input type="checkbox"/> <b>In-Class Presentation</b> <input type="checkbox"/> <b>Other</b> <input checked="" type="checkbox"/>
---------------------------------	---	--	--

**Course description:**

This course aims to enhance the presentation skills of students. In the first part of the semester, we discuss what makes a good presentation and what formats to use (e.g. PowerPoint, Prezi, Sway, etc.) We discuss how to prepare slides, what visual elements to use, how to build presentations, how to provide links between the slides, how to describe tendencies, graphs, etc. There will be special emphasis on the delivery of the presentation, body language, etc. Popular ice-breakers, such as jokes, questions to the audience, anecdotes, etc. will also be discussed. Students will learn techniques to keep the allocated time of the presentation and also on how to handle nerves. In the last couple of classes, students will be required to give individual presentations (15 minutes) on a topic of their choice meeting all requirements discussed earlier in the semester.

**Bibliography:**

**Various handouts and website links shared via Moodle**