

Sebastian BERVOETS

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Title: Presentation skills

Summary: During the course I will present some guidelines on how to prepare an oral presentation. Students will be trained in small groups and individually.

Outline: The description that follows is for a class of 12 students. The course has three parts.

- 1- First, a written document containing some essential guidelines will be distributed and commented to the entire class. Examples of good presentations and bad presentations will be provided in order to illustrate the document. This part will last 1h30.
- 2- Second, in 3 sessions of 1h30 each, groups of 4 students will have to present two pieces of work to the others. This will NOT be academic work, it will usually be press articles (or short videos, audio interviews etc.) on non-academic topics (politics, arts, sports etc.). Each student will have to present one piece in a very short time (a couple of minutes), the other in a slightly longer time (less than 10 minutes). Students will also have to adapt to sudden changes in the rules.
- 3- Last, in a 1h30 session, every student will individually present one of their working papers or ongoing work, in the same conditions as a conference, but with no audience except myself. The student will have 25 to 30 minutes to present. The presentation will be followed by a 1h discussion, during which questions will be asked and the presentation will be analysed in details.

When: Second semester of the second year of Phd