PRESENTING IN ENGLISH: 3 STEPS FORWARD

OBJECTIVES

- To provide a communication model that focuses on identifying and reinforcing participants’ own untapped resources to improve the quality and effectiveness of classroom presentations, and public speaking (conferences).
- To explore the beliefs, attitudes and strategies of master presenters.
- To improve the use of English and review key language for presentations.
- To increase self-confidence and stage presence.
- To learn new strategies for connecting with audiences, presenting with conviction and delivering with impact.

METHODOLOGY

- The workshop will be highly interactive using lecture, practice sessions, feedback and group discussion. The aim is to offer the maximum of practical experience in presenting in English.

REFERENCES

- Neurolinguistic Programming: Effective Presentation Skills, Robert Dilts.
- Presenting Magically. Tad James.
- Learner-Centered Curriculum, David Nunan.
- Impro, theatre skills. Keith Johnston.
- Advanced Writing. Hugh Cory

Day 1 (4 h)

BASIC CONCEPTS

- Review difficulties and best practices
- The presentation as a specific form of communication: inform, entertain, educate, motivate.
- Communication model: outcome, sensory acuity, flexibility, rapport. “The meaning of my communication is the response I get.”

THE PRESENTER’S INTERNAL STATE

- Creating the ideal internal state
- Charisma. Innate or learned?
- Handling objections, dealing with resistance
REVIEW OF ENGLISH PRESENTATION LANGUAGE

- Idiomatic expressions and key language involved in different phases and functions of classroom management and public speaking
- How to describe processes, systems, trends, changes, charts, refer to visual aids.

Day 2 (4 h)

THE AUDIENCE’S INTERNAL STATE

- Calibrating an audience group *rapport*
- Identifying and covering different learning styles
- Eliciting states from audience and anchoring them
- Creating reference experiences: examples, role-play, exercises, metaphors, and demonstration

NON VERBAL LANGUAGE

- Congruence: body language, posture, effective gestures.

PRACTICE AND FEEDBACK

Day 3 (4 h)

LANGUAGE MASTERY

- Features of oral discourse
- Natural English: common phrases used in classroom
- Capturing and keeping audience’s attention
- Enriching language for lectures

STRUCTURING THE LECTURE

- Strategies for generating ideas, structuring, revising content
- Different ways to begin and end

FINAL PRACTICE AND FEEDBACK