

実践的英語プレゼンテーション講座【初級コース】クラススケジュール

Week	トピック
Week 1	Introduction - Why Present? <ul style="list-style-type: none">- Outline of class,- Purpose of presentations,- Types of presentations- Overview of components of good presentations explained - Planning, Content, Structure, Design, Delivery,- Some small scale Delivery practice
Week 2	Planning & Slideware Choice <ul style="list-style-type: none">- Keynote,- Google Presentations,- Prezi,- Powerpoint
Week 3	Presentations Delivery in Detail <ul style="list-style-type: none">- Body Language - Eye Contact, Posture, Position, Gestures, Movement, Facial Expressions- Voice - Tone, Register, Stress, Intonation,- Charisma
Week 4	Content of Presentations <ul style="list-style-type: none">- Words - Grammar, Jargon,- Types of Information - Graphs, Charts, Tables,- Accessibility - Fonts, Colours, Visuals- Content - too much / not enough- Content - hold back strategies for Q and A
Week 5	Presentation Slide Design <ul style="list-style-type: none">- PSE (Picture Superiority Effect),- CRAP,- Segmentation,- Style / Creativity
Week 6	Structure of Topics <ul style="list-style-type: none">- Organisational patterns - Segmentation Theory, Dopamine Generators,- Timing- Q and A - hostile questions, difficult questions, delaying and deferring, building rapport, clarifying and rephrasing- Slideware timing

※クラス人数や進捗状況によって取り扱うトピックの範囲が変更する可能性があります。