MGT-469

Intercultural presentation skills

Everett Jane

Cursus	Sem.	Type
Civil Engineering	MA1, MA3	Obl.
Management, Technology and Entrepreneurship minor	H	Opt.
Managmt, tech et entr.	MA1, MA3	Opt.
Microtechnics	MA1, MA3	Opt.
Robotics	MA1, MA3	Opt.

Language of teaching	English
Credits	2
Withdrawal	Unauthorized
Session	Winter
Semester	Fall
Exam	During the semester
Workload	60h
Weeks	14
Hours	**2 weekly**
Courses	1 weekly
Exercises	1 weekly
Number of positions	**60**

It is not allowed to withdraw from this subject after the registration deadline.

Remark

Special schedule. See the MTE website: https://go.epfl.ch/mte

Summary

In this course students learn how make an effective presentation, structure and organize information, develop storytelling techniques, empathise with and engage diverse audiences, use visual support materials effectively, and manage challenges and Q&A with confidence and conviction.

Content

What is a presentation and why do we make them?
Elements of an effective presentation
Goals for different types of presentations
Expectations of culturally diverse audiences and strategies for meeting them
Practice preparing and delivering the different parts of a presentation
Creating and delivering a "pitch"
Lots of practical work on delivery (voice, posture, gestures, non-verbal elements)
Giving presentations with video feedback (x 3)
Giving a presentation in pairs (with your buddy)

Learning Outcomes

By the end of the course, the student must be able to:

- Manage preparation and delivery of an effective presentation as a part of a group.
- Demonstrate awareness of his / her strengths and weaknesses as a presenter and learned to play to the strengths and compensate for the weaknesses.
- Define how to use his / her voice to its best effect.
- Assess / Evaluate differences in communication style between various cultural groups and know how to modify their personal style to effectively present to diverse audiences.
- Use effective visual aids, which support the verbal message.
- Plan preparing and delivering a business pitch.
- Express greater confidence when presenting and access techniques to manage emotions and overcome nerves in front of an audience.

- Produce and deliver each element of an effective presentation
- Define the basic elements of a complete and effective presentation.

Transversal skills

- Assess one's own level of skill acquisition, and plan their on-going learning goals.
- Use a work methodology appropriate to the task.
- Give feedback (critique) in an appropriate fashion.
- Set objectives and design an action plan to reach those objectives.
- Make an oral presentation.
- Plan and carry out activities in a way which makes optimal use of available time and other resources.
- Manage priorities.
- Communicate effectively, being understood, including across different languages and cultures.

Teaching methods

Highly interactive, practical methodolgies for iterative and intensive learning. Students learn from doing, through multiple sources of feedback and through self-review and assessment. All communication concepts are linked to evidence-based theories and frameworks in neuroscience and cognitive-psychology.

Assessment methods

The student's own level of skill at the beginning of course will be assessed through delivery of a baseline presentation (30%) and feedback provided by the teaching professor, colleagues and self-analysis. This assessment method will be applied throughout the course to the mid-term presentation (40%) and the final team presentation (25%). The final assessment by the teaching professor will consider cumulative improvements made over the semester and initial goals set by the student. Video recordings will also be used to support feedback at all stages. Feedback forms will be provided. Each student will work with a buddy who will provide specific feedback and support throughout the course. At the end of the course each student will be required to write a short reflection paper (5%) in which they analyse and evaluate their own progress and learnings and define their on-going objectives.

Resources

Ressources en bibliothèque

- Find the references at the Library

Moodle Link

- https://go.epfl.ch/MGT-469