

Course Name	Intermediate : Presentation Skills		
Semester, Year	Second Semester, 2018	Number of Credits	2 credits
Course level	1000	Course Number	27130
Instructor(s) (Institution)	Reggy Capacio Figer (大学院メディア・コミュニケーション研究院)		
Course Objectives	<p>This course provides the necessary skills, knowledge, and finally the confidence that students need in order to present their own ideas with clarity and success. Each session in this course will offer college students the opportunity to make a presentation that has a realistic purpose. This means that speaking tasks assigned to students are undertakings that they will perform in the future, may it be in their potential corporate career or otherwise. At all stages in the preparation and presentation of their assignments, students will use English. In this way, all four skills (reading, writing, listening, speaking) will be developed and enhanced as they go through the groundwork of presentation and performance.</p>		
Course Goals	<ul style="list-style-type: none"> • To learn the vocabulary and expressions as well as the skills and techniques that they need when giving a presentation. • To identify their own strengths and weaknesses as well as their classmates' presentations. • To learn how to support and defend their positions, evaluate reasons, and anticipate questions during presentations • To describe an audience analysis and why it is needed step in presentation • To gain valuable experience using English in presenting their own ideas clearly and effectively in front of an audience. • To think independently and critically, as activities of this course will help cultivate students' analytical thinking skills. 		
Course Schedule	<p>This schedule is tentative and topics may change based on student needs. Any changes as well as the most current information on activities, assignments, and due dates will be discussed in class. Readings and assignments must be completed prior to the class period.</p> <p>Week 1 Course orientation, Conceptualizing Presentation Week 2 Verbal and Non-Verbal Communication, Tips on Presenting to an English-speaking audience, Criteria on Effective Presentation, The importance of voice and facial expression Week 3 Workshop 1, Feedback Week 4 Dealing with nervousness, Presentation tools, Power point presentation, Creating effective visuals Week 5 Workshop 2, Feedback Week 6 Introducing the speech (strategies for a good introduction), Concluding a presentation (strategies for a good conclusion) Week 7 Midterm Examination, Finalizing the presentation parts, Handling the question and answer session Week 8 Workshop 3, Feedback Week 9 Storyboarding and creation of a Persuasive Presentation Week 10 Career/College Project and Presentation to include research, interview, and class presentation Week 11 Preparation and practice Week 12 First Batch Presentation Week 13 Second Batch Presentation Week 14 General Feedback and Assessment Week 15 Review of Final Examination</p>		
Homework	<p>積極的かつ主体的な準備学習（予習・復習）が求められる。準備学習への取り組み方全般については、学期はじめに担当教員から説明があるほか、各回の授業で求められる準備学習の具体的内容については、学期中随時教員から指示がある。また履修者が自ら主体的に計画と目標を立て、自律的に準備学習に取り組むことも強く期待される。準備学習を十分に行わなければ、身につけるべき内容を消化できず、単位も取得できなくなる可能性があるため、真剣かつ計画的に取り組んでほしい。 Students are required to read the assigned readings and be able to carry out presentation tasks or activities assigned for the day.</p>		
Grading System	<p>60% - Workshop (Each workshop entails students to present something. The communication task can be an individual/pair/group work. Students are expected to be present in every workshop to get some points.) 20% - Final Presentation (Each student will have a persuasive speech to present to his/her classmates. Criteria for judging will be discussed in class.) 20% - Participation (All students should make it a point to interact actively in English at all times. This is an advanced speaking class; hence, students are expected to talk and engage with classmates and teacher.)</p>		
Textbooks / Reading List	No textbook for this course, but relevant materials will be distributed in class.		
Websites			
Website of Laboratory			
Additional Information	<p>この授業は英語上級者（目安として TOEFL-ITP 試験の成績が 500 点以上）を主な対象者とする。この授業は国際交流科目等との合同開講科目です。This is an English for Academic and Professional Purposes course. It is recommended for Japanese students and non-native speakers in English who want to improve further their language skills through presentations.</p>		