

PRBB Intervals Course Proposal

1. Course Title

Say it so it stays: oral presentation skills training for scientists

2. Proposed date(s)

3, 5, 6 and 10 July 2017

3. Course Language

English - an advanced level of conversational English is essential.

4. Course Leader(s) and very brief summary of relevant qualifications and experience (no more than 2 lines for each trainer)

Elinor Thompson is an educator and consultant, with a background in clinical medicine and public health. She directs the *PRBB Intervals* programme and has been running peer-to-peer communication courses for scientists for over a decade.

5. General description of the course (relevance and context for the PRBB)

This course uses a variety of interactive techniques to fully engage participants in the process of planning, organizing, crafting and performing an effective and engaging scientific presentation.

6. Course Aim

To improve scientists' effectiveness and confidence when presenting their science to their peers.

7. Learning objectives (what new skills, knowledge &/or attitudes will participants go away from the course with?)

Participants will:

- Learn what makes a science presentation really effective
- Understand and clarify the key steps in preparation
- Improve how you structure your talks
- Practise performance skills
- Identify own strengths and weaknesses

8. Training methods

Using a unique *six threads approach*, participants will learn and practise all aspects of preparing and delivering a scientific presentation. The course is very interactive and participants will have many opportunities to speak in public and increase their critical awareness of effective presentation skills. Everyone should prepare a short presentation prior to the course, to work on during the workshop. Participants' presentations will be filmed and each participant will receive a copy of their videos.

9. Target group in PRBB (Senior scientists, postdocs, predocs, management/admin staff, all residents)

All scientists who wish to improve their presentation skills.

10. Number of participants (maximum)

12

11. Total course hours (Please specify: a) direct training with instructor present b) required self-study.

Note: only the direct training hours will be included in the post-course certificate.

a) 16 hours total b) 3-4 hours to work on presentation before and between sessions.

12. Distribution of course (hours/days)

4 half days

13. Course programme (outline of topics to be covered)

Day 1 and 2: Introductions, current skills, understanding audience, purpose, story-telling, structure.

Day 3: Visual aids, performance skills – voice and body language.

Day 4: Bringing it all together.

14. Pre-course preparation (what preparation should participants do before the course – reading, online study, prepare ideas etc?)

Before the course, participants should prepare a short, 5 minute (max) presentation, with powerpoint slides or similar. The presentation can be on any topic related to the participant's scientific work, and should be prepared with the intention of presenting to scientists from *a variety of biomedical fields*.

Since this presentation will form the focus of each participant's work during the workshop it is best to choose a topic that you are either currently working on, or that is still very fresh in your mind.

15. Material participants need to bring (laptops, etc...) A laptop will be useful but not absolutely essential, for the second day's session.

16. Relevant background reading/ audiovisual/websites or other materials

Will be provided with the course materials.