



HANYANG UNIVERSITY

2018 HISS Syllabus

[Techno English Presentation Skills]

Professor:	S. Afflick-Smith
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Home Univ.:	Hanyang University
Dept.:	Centre for Creative Convergence Education (CCCE)

Description:	This course primarily focuses on presentation skills with a secondary focus on job preparation. Throughout the course students will develop their peer and self-assessment skills in class and in writing assignments. In addition, students will learn how to prepare for job interviews, and how to write an effective resume and cover letter.
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Objective:	The aims of this course are that students will develop their presenting ability, improve public speaking confidence, develop abilities as presentation skills critics and be better prepared for post-university job searches or postgraduate applications. The skills acquired in this course, can be transferred to future business, academic or social situations.
Preparations:	Notebook and pen/pencil, knowledge of basic power point or prezi creation & MS Word

Schedule:	Week 1	Presentation Skills, Presentation 1 preparation
	Week 2	Presentation 1 preparation and practice; Presentation 1
	Week 3	Presentation 2 skills, preparation & practice; Presentation 2
	Week 4	Job Preparation: Resumes, cover letters & interviews

Evaluation:	Pres. 1 (%)	Pres. 2 (%)	Interview (%)	Attendance (%)	Participation (%)	Writing (%)
	20	25	10	5	5	35

Hanyang International Summer School

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