

## Structuring Presentations

<b>Course description</b>	<p>The goal of the course is to help the participants structure presentations optimally and to communicate critical points in their presentations in a precise and convincing way. In contrast to common presentation-skill-courses, we do not focus on rhetoric but on basic concepts of logic and critical reasoning. In the first part of the course, we introduce techniques that will help the participants to support central points in their presentation with a solid structure. In the second part, participants get the chance to study their own texts or presentations and discuss their structure with the group and the trainer.</p>
<b>Contents</b>	<ul style="list-style-type: none"><li>• Arguments (definition and structure)</li><li>• Basic concepts of logic (validity and soundness etc.)</li><li>• The Pyramid Principle</li><li>• Exercises with participants' texts or presentations</li></ul>
<b>Objectives</b>	<p>The participants...</p> <ul style="list-style-type: none"><li>• structure presentations optimally.</li><li>• distinguish major and minor points in their presentations.</li><li>• identify background assumptions in their arguments.</li><li>• give sound "air-tight" arguments.</li><li>• train analytical thinking</li></ul>
<b>Methods</b>	<p>The methods are interactive throughout. The course provides extensive exercises that help the participants to apply the contents to their own work. Participants can schedule an individual coaching session after the course to discuss a current project in depth with the trainer.</p>
<b>Format</b>	<p>1 day course Individual coaching session after the course (optional)</p>