

Prerequisite: EL172 or TU105

Course Description:

This course focuses on practicing delivering presentations in English in both academic and business settings. Students will learn how to create an introduction and how to state a purpose as well as an effective opening of a presentation. Students will practice using signposting, formality of language, useful expressions, and exploiting visuals. Students will compose sound script and perform appropriate articulation, stress, and intonation. This course also emphasizes on basic presentation techniques which are emphasis, focusing, softening, repetition, and handling questions.

Course Objectives:

In this course, students learn to develop and deliver engaging presentations that focus on the interests of business and academic audiences. Students learn how to organize and deliver a talk with confidence; to explain visual data; to gesture and move with purpose. Students practice expressions and techniques used by professional presenters in order to get attention at the start of their talk and keep it until the end. Finally, students learn to anticipate and handle questions, during and after a presentation.

Instructors, Times and Venue:

Section	Day	Time	Room	Instructor
046401	Monday	09:00 a.m. – 12:00 noon	TBA	A. Steven B. Smith
046402	Monday	09:00 a.m. – 12:00 noon		A. Tyler Charles
046403	Monday	09:00 a.m. – 12:00 noon		A. William E. Scobie
046404	Monday	09:00 a.m. – 12:00 noon		A. Benjamin Moore

Course Co-ordinator: Ajarn Tyler Charles

Main Texts: Powell, M. (2010). *Dynamic Presentations*. Cambridge University Press.

Suggested readings:

Reynolds, G. (2011). *Presentation Zen: Simple ideas on presentation design and delivery*. New Riders.

Grading:

Presentation 1: Opening and Closing	10%
Presentation 2: Structuring	10%
Presentation 3: Midterm Presentation	20%
Presentation 4: Controversial Idea	20%
Presentation 5: Final Persuasive Presentations	40%
Total	<u>100%</u>

A over 90%	C 70-74%
B+ 85-89%	D+ 65-69%
B 80-84%	D 60-64%
C+ 75-79%	F <59%

Expected Learning Outcomes:

	1 Morality and Ethics:	Expected Learning Outcome
●	1.1 Possess honesty, sacrifice, self-, social-, and environmental responsibility.	Students do their own research and presentation preparation. Students give one presentation related to business ethics and environmental responsibility.
●	1.2 Value “sufficiency” theory and adapt it in life path by adhering to adequacy, rationale, and immunity development.	Students stick to deadlines and manage their time well in preparation for class presentations.
N/A	1.3 Value disciplines, respect, and comply with the rules and regulations of the institution and society at large.	
N/A	1.4 Acquire knowledge related to business morality and ethics, and be able to handle ethical dilemma with integrity.	
	2 Knowledge:	Expected Learning Outcome
●	2.1 Acquire knowledge on and understand the important concepts in business management.	Students understand the core principles of giving effective business presentations.
○	2.2 Acquire knowledge on and understand the important social and science concepts related to business management.	
●	2.3 Acquire knowledge on and understand the important concepts related to business processes, planning, corporate structures, operations, control, performance evaluation and contingency plan to suit the circumstances.	Students investigate key business concepts to gather content for their class presentations.
●	2.4 Acquire the knowledge on academic advancement and professional development in business management including the understanding of the situational adaptability and its impacts on business.	Students learn how to put together a professional business presentation and learn how aspects such as organization, voice, rapport and rhetorical techniques can influence business decision making.
	3. Intellectual Development:	Expected Learning Outcome
●	3.1 Be able to search and process information and utilize various concepts appropriately in a given circumstance in order to obtain relevant information to benefit in the rapidly changing business environment.	Students identify core messages which they wish to convey and then search for a organize information to achieve this goal. The focus of such messages relate to key business challenges and controversial issues.
○	3.2 Be able to think systematically, rationally and creatively and to integrate knowledge from other disciplines to solve the problems in business and other settings.	
N/A	3.3 Be able to collectively propose solutions to problems at hand and analyze the impacts of the proposed solutions and be able to choose the solution that is appropriate to a given situation to ensure business competitive advantages.	
	4. Interpersonal Skills and Responsibilities:	Expected Learning Outcome
N/A	4.1 Be able to work in team, possess interpersonal skills and leadership skills, and be professionally adaptive to a given situation.	
●	4.2 Be creative and constructively criticize to solve problem of the team.	Students must organize their workload amongst a team in group presentations and work to their individual strengths.

○	4.3	Be responsible in lifelong learning to develop self and professional career.	
	5. Quantitative Analysis, Communication and Information Technology:		Expected Learning Outcome
●	5.1	Be able to apply mathematics, statistics, quantitative analysis in analyzing and making decisions in business and daily life.	Students learn how numbers can be useful in supporting ideas and in having an impact on audiences.
○	5.2	Be able to efficiently communicate in Thai and foreign languages that are relevant in doing business.	
●	5.3	Be able to explain the issues and make the issues clear in verbal or writing, and be able to choose the appropriate pattern of communication for different groups of audience both in business context and in other contexts.	Students give 5 varied types of business presentation in order to explain issues, highlight problems, and suggest solution in business contexts.
○	5.4	Be able to utilize the information technologies or others to support the business operations.	

Course Plan

Session	Content
1	Introductions and Course Overview
2	Presentation Principles: Opening and Closing
3	Presentation 1: Opening and Closing
4	Structuring a Presentation
5	Presentation 2: Smooth Structure (Group Presentation)
6	Using your voice
7	Visual Aids
8	<i>Midterm Examination Period</i>
9	Presentation 3: Midterm Presentations
10	Facts and Figures
11	Body Language/Rapport building
12	Presentations 4: Controversial Idea
13	Presentation Impact Techniques
14	Story telling/Q&A Sessions
15	Presentation 5: Final Persuasive Presentations
16	Presentation 5: Final Persuasive Presentations
16	<i>Final Examination Period</i>