

## Speaking at international conferences (Online-Schulung)

MK344e

Self-study lessons combined with Zoom tutorials

This programme is aimed at people who need to speak at international conferences when using English as a second language.

It is divided into four sections, each consisting of three self-study lessons with exercises. The materials are tailored to the scientific and technical research environment. Each section should be completed in one week.

At the end of the week there will be a Zoom tutorial with a trainer.

This tutorial will have the following aims: 1. To reinforce the messages in the lessons. 2. To allow students to ask questions on the work completed. 3. To practice presenting and to get feedback by going through the presentations prepared in the exercises.

The following topics will be covered:

- Week 1
- Introduction
- Lesson 1 Careful preparation
- Lesson 2 Logical structure
- Lesson 3 Open with impact
- Zoom tutorial
- Week 2
- Lesson 4 A memorable closing
- Lesson 5 Involve the audience
- Lesson 6 Dealing with difficult questions
- Zoom tutorial
- Week 3
- Lesson 7 Visualization part 1 – using visual aids
- Lesson 8 Visualization part 2 – body, voice and mind
- Lesson 9 Language tips part 1 – KISS and creative language
- Zoom tutorial
- Week 4
- Lesson 10 Language tips part 2 – activate your words and avoid getting stuck
- Lesson 11 Overcoming nervousness – before, at the start and during
- Lesson 12 Putting it all together
- Zoom tutorial

Dauer: 4 x 0,5 Tage

### TERMINE, PREISE UND BUCHUNGSMÖGLICHKEIT

➔ [zur aktuellen Terminübersicht mit Preisangabe und Buchungsmöglichkeit](#)

Geplante Termine:  
nach Vereinbarung  
Kurspreis<sup>(1)</sup>: 490 EUR

(1) Änderungen vorbehalten

### KONTAKT UND BERATUNG

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### INFORMATIONEN

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