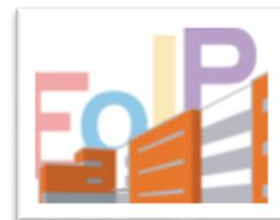




Cofinanciado por
la Unión Europea

ESCUELA OFICIAL DE IDIOMAS DE PALENCIA



PROYECTO ERASMUS KA1

El aula de idiomas: dimensión lingüística, digital e intercultural

INFORMACIÓN SOBRE EL CURSO

Nombre del curso: *Public speaking, communication & presentation skills for professionals*

Lugar del curso: Malta

Fechas estimadas: del 21 al 25 de noviembre 2022 (salida 20 de noviembre, regreso 26 noviembre)

Descripción del curso en Malta

(copiado exactamente según información proporcionada por la empresa)

This course enables participants to improve their communication and presentation skills in their professional lives so that they are able to speak in a range of formal and informal work-based situations with an increased level of confidence, clarity, and commitment.

The content comprises theoretical trainer-led delivery and practical group-based and independent activities. You will be expected to take a full and active part in all aspects of the course in order to maximise the opportunities we offer you.

Our experienced trainers will lead through a range of essential topics and skills that will strengthen and increase your effectiveness as a communicator in your professional life.

This week comprises a plethora of topics on business theory with associated exercises and practical speaking activities: High level communication skills, networking, cross-cultural awareness, public speaking & presentation skills, negotiations, and risk management

The broad topics covered in this course include:

- *Communication, Networking & Motivation*
- *Cross-Cultural Awareness, Public Speaking & Presentations, Feedback & Success Criteria*
- *Offsite Training Day*

- *Negotiations, Management Styles, Success*
- *Managing Risk, Business Ethics, Cultural Activity Presentations, Summing Up & Moving Forward*

Horario

The daily programme runs as two sessions with a half-hour break in between:

- *From 08.30 to 10.30 and*
- *From 11.00 to 13.00*

The Offsite Training Day will include a trip to Mdina & Rabat or Valletta, where you will take part in a cultural experience:

- *Mdina-Rabat - Mdina - The Silent City; Rabat - Wignacourt Museum*
- *Valletta - Audio-visual experience of the island's history.*

These are the daily session aims and learning outcomes for Week 1:

Day	Aims	Outcome
1	To plan and present an intrapersonal presentation [about yourself] and an interpersonal presentation [about a colleague]	To be able to use the 'BOMBER Technique' to produce an engaging interpersonal presentation To be able to use effective questioning to gain personal information from a colleague, which will form part of a presentation about them
2	To research, plan and deliver a persuasive presentation to an audience, taking questions and responding coherently	To be able to state the important aspects of a persuasive argument To be able to use persuasive techniques to sell an idea or a product to an audience To be able to think on your feet and respond effectively and convincingly to questions
3	To take part in an offsite activity with other Erasmus participants.	To be able to gain inspiration for a presentation linked to the course content To be able to collect and collate a range of resources in order to plan and deliver an appropriate presentation To be able to collaborate with peers throughout the experience, sharing good practice in order to gain further ideas, resources and professional contacts
4	To research, plan and deliver a collaborative presentation on an unfamiliar topic, and critique the work of others	To be able to collaboratively construct an engaging presentation on a subject area that is unfamiliar to you To be able to deliver the content confidently and convincingly To be able to critique the work you have produced, as well as the work of others
5	To look at ways of adding interactivity to a presentation using IT To deliver and critique a presentation that relates to the content of this course based on the Offsite Training Day To reflect on the week's content and consider steps forward	To be able to identify, select and use a range of applications which add interactivity to a presentation To be able to deliver a 'BOMBER Technique' presentation and then peer assess other presentations based on the set of assessment criteria to give fair, consistent feedback To be able to reflect on the week's learning and to plan how to put this into practice at home

Things to bring:

This is not an exhaustive list, but the following items are strongly recommended for participants of this Public Speaking Course:

- A Wi-Fi-enabled mobile device, such as a mobile phone / tablet, and a small laptop will be essential for classroom and off-site activities
- Chargers and earphones/headphones for these devices
- A UK adaptor - Maltese electrical sockets are three-pinned, the same as the UK
- A presentation about you/your work environment to share with us [Slides, PowerPoint, Video etc.]
- Suitable clothing and footwear for the climate
- Sunscreen with a high uva protection (summer)
- Sun hat and sunglasses (summer)
- Water bottle
- A rucksack, or similar, for outdoor use
- A notepad and pens
- A sense of adventure, a positive attitude and the willingness to integrate and participate in all activities

The School offers the following facilities:

- Qualified, experienced ELT Teachers
- Wi-Fi access throughout the building
- Bespoke IT-enabled classrooms with a digital display screen and charging points
- Modern toilet facilities
- Rooftop truck shop selling drinks and snacks
- Updated course content with participant certification
- Friendly, helpful administration staff

Antes del viaje

Los seis alumnos seleccionados se comprometerán a

1) Antes de la movilidad

- Presentarse en el padlet colaborativo, [PROYECTO ERASMUS+: MOVILIDAD DE ESTUDIANTES A MALTA \(padlet.com\)](#), para conocer a los otros participantes y cohesionar el grupo. Este muro se usará también para crear un artefacto digital colaborativo.
- Preparar todo lo necesario para el viaje (guía de la ciudad, dinero de bolsillo, equiparse con ropa de invierno, etc).

2) Durante la movilidad en Malta

- Seguirán las actividades de formación con provecho, participando en todo lo que proponga el centro de formación y los profesores acompañantes.
- Usarán su propio móvil para grabar al menos un video en los lugares visitados (mejor acordar de antemano quién hace el video y dónde) así como fotografías de las actividades realizadas para luego colgarlas en [PROYECTO ERASMUS+: MOVILIDAD DE ESTUDIANTES A MALTA \(padlet.com\)](#) y en todas las demás redes sociales de la EOI de Palencia.

3) Tras la movilidad

- Colaborarán en el [blog](#) y en el [PROYECTO ERASMUS+: MOVILIDAD DE ESTUDIANTES A MALTA \(padlet.com\)](#).
- Evaluarán la movilidad rellenando el correspondiente formulario que se les proporcionará a su debido tiempo.
- Difundirán las competencias y conocimientos adquiridos entre la comunidad educativa de la Escuela y de la Comunidad con una charla online abierta al público.