Would you like to....

Make your tutorials more effective?

Improve your presentation skills?

Communicate with confidence to your students?

The Education Development Unit (EDU) is offering a new five week program open to all Australian School of Business tutors:

Presentation and Communication Skills for ASB Tutors

The workshops aim to help you to:

- Organise and communicate your tutorial content clearly
- Improve your teaching techniques and vocal skills for effective spoken delivery
- Use communication skills to increase student engagement
- Develop confidence and minimise barriers to effective communication

The workshop structure:
The program consists of 5 weekly 90 minute workshops which will be highly interactive and practical. The workshops will focus on practising teaching techniques and strengthening your communication skills. You will also have an opportunity in the workshops to practise the strategies using your own tutorial topics. The program is flexible to respond to your particular needs.

When:
The program will run each week from Week 5 to Week 9 on Fridays, 12.00-1.30pm.
You may register for individual workshops or for the complete program.

<table>
<thead>
<tr>
<th>Workshop 1</th>
<th>Workshop 2</th>
<th>Workshop 3</th>
<th>Workshop 4</th>
<th>Workshop 5</th>
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<tr>
<td>Wk 5: Fri 21 Aug. 12 – 1.30</td>
<td>Wk 6: Fri 28 Aug. 12 – 1.30</td>
<td>Wk 7: Fri 4 Sept. 12 – 1.30</td>
<td>Wk 8: Fri 18 Sept. 12 – 1.30</td>
<td>Wk 9: Fri 25 Sept. 12 – 1.30</td>
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<tr>
<td>Practise organising your tutorial content into a simple and engaging structure</td>
<td>Practise developing a confident and clearly understood vocal style</td>
<td>Practise communication skills that actively engage your students</td>
<td>Developing communicative activities that best suit your content</td>
<td>Working on language, body and voice to support pronunciation and intonation problems</td>
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Where:
EDU Seminar Room, G08, Ground level, ASB Building

To register:
Register online by clicking here OR go to www.business.unsw.edu.au/edu and follow the link to ‘Presentation and Communication Skills for ASB Tutors Registration’.

For more information:
Contact Ginette Farcell, EDU (Wed-Fri): Ph: 9385 7577 Email: g.farcell@unsw.edu.au. If you would like to attend, but can’t make the designated time, please email your available time(s) to g.farcell@unsw.edu.au. We may be able to schedule an alternate time based on the number of requests.