Załącznik nr 2 do Zarządzenia Nr 915 z 2019 r. Rektora PB

**COURSE DESCRIPTION CARD**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Faculty of Electrical Engineering** | | | | | | | | | | |
| **Field of study** | **Electrical and Electronics Engineering** | | | | | | | **Degree level and programme type** | **Bachelor's degree** | |
| **Specialization/ diploma path** | **-** | | | | | | | **Study profile** | **-** | |
| **Course name** | **Techniques of Presentation** | | | | | | | **Course code** | **IS-FEE-10036S** | |
| **Course type** | **elective** | |
| **Forms and number of hours of tuition** | **L** | **C** | **LC** | **P** | **SW** | **FW** | **S** | **Semester** | **summer** | |
|  |  |  |  |  |  | **30** | **No. of ECTS credits** | **2** | |
| **Entry requirements** | **-** | | | | | | | | | |
| **Course objectives** | **To receive the practice of presentation of technical topics. To be familiarised with public presentations and the methods of decrease the stress and control the emotions. Students will develop oral presentation skills that will assist them in successfully completing their courses and exams in English-medium courses at undergraduate level in their own field of study. Students will develop oral skills in the following areas: structuring and delivering formal presentations and posters; taking part in discussions; and producing appropriately formal language.** | | | | | | | | | |
| **Course content** | **Perception about speaker. Examples of bad presentations. The communication process. Presentation model. Delivering the presentation. Designing a conference poster. Preparing and recording the self presentation in a front of camera.** | | | | | | | | | |
| **Teaching methods** | **class discussion conducted by teacher, small group teaching, demonstration-performance method** | | | | | | | | | |
| **Assessment method** | **Continuing evaluation of realised tasks focused on three elements: language, technique and structure** | | | | | | | | | |
| **Symbol of learning outcome** | **Learning outcomes** | | | | | | | | **Reference to the learning outcomes for the field of study** | |
| **LO1** | **prepares a good presentation of a technical subject in a computer software** | | | | | | | |  | |
| **LO2** | **gives a clear, well-structured presentation of a typical technical subject** | | | | | | | |  | |
| **LO3** | **elaborates a poster for a conference and has the ability to provide the discussion on the base of it** | | | | | | | |  | |
| **LO4** | **express ideas and opinions with precision** | | | | | | | |  | |
| **LO5** |  | | | | | | | |  | |
| **Symbol of learning outcome** | **Methods of assessing the learning outcomes** | | | | | | | | **Type of tuition during which the outcome is assessed** | |
| **LO1** | **evaluation of the formal view of presentation (editorial and language verification, esthetics impression of graphical form, etc.)** | | | | | | | |  | |
| **LO2** | **self-evaluating of student and the audience** | | | | | | | |  | |
| **LO3** | **evaluation of the presentations** | | | | | | | |  | |
| **LO4** | **evaluation of the poster and the quality of discussion** | | | | | | | |  | |
| **LO5** |  | | | | | | | |  | |
| **LO6** |  | | | | | | | |  | |
| **Student workload (in hours)** | | | | | | | | | **No. of hours** | |
| **Calculation** | **attending the class sessions** | | | | | | | | **30** | |
| **preparing of data and looking for recources of the practical advices** | | | | | | | | **10** | |
| **preparation for and participation in presentations** | | | | | | | | **5** | |
| **elaboration of report and poster** | | | | | | | | **5** | |
| **observing good presentations at web sources** | | | | | | | | **2** | |
|  | | | | | | | |  | |
| **TOTAL:** | | | | | | | | **52** | |
| **Quantitative indicators** | | | | | | | | | **HOURS** | **No. of ECTS credits** |
| **Student workload – activities that require direct teacher participation** | | | | | | | | | **30** | **1** |
| **Student workload – practical activities** | | | | | | | | | **52** | **2** |
| **Basic references** | **1.C. Gallo: 10 Presentation Techniques You Can (And Should) Copy From Apple's WWDC Keynote, (https://www.forbes.com/sites/carminegallo/2013/06/11/ten-presentation-techniques-you-can-and-should-copy-from-apples-wwdc-keynote/#395e933f36ad)**  **2. http://www.businessballs.com/presentation.htm** | | | | | | | | | |
| **Supplementary references** | **1. https://www.businessesgrow.com/2015/10/27/effective-presentation-techniques/** | | | | | | | | | |
| **Organisational unit conducting the course** | **Department of Electrotechnics, Power Electronics and Power Engineering** | | | | | | | | **Date of issuing the programme** | |
| **Author of the programme** | **Jaroslaw Makal, Ph.D. Eng.** | | | | | | | | **21.02.2020** | |

**L – lecture, C – classes, LC – laboratory classes, P – project, SW – specialization workshop, FW - field work,**

**S – seminar**