
TEACHING METHODS AND LECTURE DESIGN

Speaker:

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This seminar is held in English and is particularly designed to meet the practical challenge of teaching multi-cultural student groups. It focuses on the contemporary skills and techniques of how to plan and conduct lectures, seminars or workshops in a professional, goal- and result orientated fashion. Creative and innovative lecture and teaching methods such as the '4 MAT Design' by Bernice McCarthy, the Harvard concept of 'Conversational Teaching' or the research results 'What Best College Teachers Do' by Ken Bain will be discussed.

The objective is to achieve better educational results for students and lecturers alike. It will enable you to present your teaching material and research results in an attractive and inspirational manner, to motivate active cooperation and open discussions in the class room and turn your courses into a dynamic learning experience.

Beside the theoretical aspects of the topic, participants will be involved in numerous practical exercises and team sessions and will get in-depth feedback on their development during the seminar.

Topics

Participants will learn to:

- present complex subjects clearly, concisely and persuasively
- structure lectures and seminars to gain maximum result
- use both common and digital media effectively
- create a flexible, open minded teaching and learning atmosphere
- be witty and entertaining
- enhance their self-confidence teaching in English

Agenda

Day 1

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| 10:00-10:15 | Welcome and introduction |
| 10:15-11:00 | <ul style="list-style-type: none">- Lecture and presentation design- Dramaturgy of speeches- Creating structure and suspense- Title design & key messages- How to be witty and entertaining- Time management |
| 11:00-11:30 | <ul style="list-style-type: none">- Practical session and teamwork |
| 11:30-11:45 | Break |
| 11.45-13:00 | <ul style="list-style-type: none">- Free speech and memory techniques- Manuscript and script design- Effective use of common and digital media- Body language- Rehearsal techniques |
| 13:00-14:00 | Lunch |
| 14:00-14:30 | <ul style="list-style-type: none">- Preparation for mock lecture |
| 14:30-15:15 | <ul style="list-style-type: none">- Presentations with feedback and discussion |
| 15:15-15:30 | Break |
| 15:30-17:00 | <ul style="list-style-type: none">- Presentations with feedback and discussion |
| 17:00-17:30 | <ul style="list-style-type: none">- Q & A and conclusion of day 1 |

Day 2

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| 09:00-10:45 | <ul style="list-style-type: none">- The concept of 'Conversational Teaching'- '4 MAT' seminar and course design- Innovative teaching and learning methods- Motivating active cooperation & participation- Inspiring open discussions in the classroom- Ken Bain's 'What Best College Teachers Do' |
| 10:45-11:00 | Break |
| 11:00-11:30 | <ul style="list-style-type: none">- Workshop & semester planning |
| 11:30-12:30 | <ul style="list-style-type: none">- Practical session and teamwork |
| 12:30-13:30 | Lunch |
| 13:30-14:00 | <ul style="list-style-type: none">- Preparation for final presentation |
| 14:00-15:00 | <ul style="list-style-type: none">- Presentations with feedback and discussion |
| 15:00-15:15 | Break |
| 15:15-16:00 | <ul style="list-style-type: none">- Presentations with feedback and discussion |
| 16:00-16:30 | <ul style="list-style-type: none">- Q & A and evaluation of seminar |