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# TEACHING METHODS & LECTURE DESIGN

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Deutscher Hochschulverband  
Rheinallee 18-20  
53173 Bonn

Tuesday/Wednesday, 09./10. September 2025

## Agenda

### *Day 1*

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| 10:00-10:15 | Welcome and introduction  |
| 10:15-11:00 | <ul style="list-style-type: none"><li>- Lecture and presentation design</li><li>- Dramaturgy of speeches</li><li>- Creating structure and suspense</li><li>- Title design &amp; key messages</li><li>- How to be witty and entertaining</li><li>- Time management</li></ul> |
| 11:00-11:30 | - Practical session and teamwork  |
| 11:30-11:45 | Break   |
| 11.45-13:00 | <ul style="list-style-type: none"><li>- Free speech and memory techniques</li><li>- Manuscript and script design</li><li>- Effective use of common and digital media</li><li>- Body language</li><li>- Rehearsal techniques</li></ul>                                       |
| 13:00-14:00 | Lunch   |
| 14:00-14:30 | - Preparation for mock lecture  |
| 14:30-15:15 | - Presentations with feedback and discussion  |
| 15:15-15:30 | Break   |
| 15:30-17:00 | - Presentations with feedback and discussion  |
| 17:00-17:30 | - Q & A and conclusion of day 1   |
| ab 18:30    | Dinner (extern und optional)  |

## ***Day 2***

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

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