



Regular seminars of the doctoral college: Communication Competency Module (3)

Seminar	Disputation training (two-day seminar) (in German)	ECTS: 1.50
Lecturer	Dr. Daniela Twilfer	
Content	<p>The last major milestone of the doctorate is the oral defence of the thesis, which poses special communicative challenges. This workshop is aimed at doctoral candidates who want to prepare intensively for their disputation. The thematic focus of the workshop is dedicated to the question round within the examination: How do I deal with difficult questions? How do I react to critical or provocative questions? How do I deal with not knowing the answer to a question? What do I do in case of a "black-out"?</p> <p>At the beginning of the seminar, the traditional procedure and the importance of a disputation will be presented and questions that typically arise in disputations will be collected. Subsequently, five strategies for a convincing argumentative and rhetorical positioning during the disputation will be taught. These will be actively implemented by the doctoral candidates in the most important part of the workshop, the disputation simulations. If necessary, dealing with stage fright and nervousness can also be addressed.</p> <p>Content of seminar:</p> <ul style="list-style-type: none">• Procedure, significance and function of the disputation• Typical questions of the examination board• Dealing with criticism: Giving and accepting feedback• Five rhetorical strategies for dealing with difficult questions• Confident responses to critical and provocative questions• Techniques for asking questions• Dealing with stress, stress management techniques	



Seminar	English Presentation and Conference Skills (two-day seminar) (in English)	ECTS: 1.50
Lecturer	Silke Motl	
Content	<p><u>Content</u> In the course of this two-day seminar, attendees learn how best to communicate the value of their work – from a formal presentation to networking and small talk at international conferences.</p> <p><u>Learning Results</u> After successful participation in this course, you will have</p> <ul style="list-style-type: none">• Learned the golden rules of presenting in English• Used “signposting” language to structure your talk in order to maximize your audience’s understanding• Held a presentation and practiced this broadly applicable professional skill• Practiced small talk and other informal networking techniques• Created a concise overview of your work (the 30 second “elevator pitch”) <p><u>Requirements</u></p> <ul style="list-style-type: none">• Prerequisite is language proficiency at level B2 or higher according to the Common European Framework of Reference (CEFR)• The number of participants is limited to 12.• Please prepare a presentation beforehand (8-10 minutes). PowerPoint is discouraged so that participants focus more on the correct use of English, verbal and non-verbal communication.	



Seminar	Entry into university teaching (two-day seminar) (in German)	ECTS: 1.50
Lecturer	Prof. Dr. Christina Müller-Naevecke	
Content	<p>Teachers at higher education institutions face many challenges. They need both didactic and methodological competences in order to profitably design teaching/learning situations in a profitable manner. In these two days, the participants will acquire the basics of didactic action in teaching, especially the planning of courses. The participants will acquire didactic-methodical knowledge about the interaction of teaching and learning. They deal with the questions of which conditions teaching/learning processes at higher education institutions are subject to and how these can be planned and designed under the claim of participant- and action-oriented teaching. Interaction with and motivation of students are central reference points of the course. Furthermore, the participants are encouraged to deal with their own teaching and learning experiences and learn how they affect others.</p>	



Seminar	Handwritten visualisation and cognitive map (one-day seminar) (in German)	ECTS: 0.75
Lecturer	Dipl.-Päd. Eva-Maria Schumacher	
Content	<p>Handwritten visualisation is an important didactic element in teaching. It "decelerates" the teaching process, complements the change of media and enables the timely development and documentation of teaching content as well as discussion and work results. In this workshop, handwritten visualisation is trained according to the principles of moderation writing. In a second step, handwritten visualisation for a teaching content is practised using the example of a "cognitive map".</p> <p>In addition, a visual language for the own thematic focus is practised and developed.</p> <p>Contents of the workshops:</p> <ul style="list-style-type: none">• Principles of moderation writing• Handwriting training• Cognitive map• Visual language <p>Working form/methods: Impulse presentations, individual and group exercises, collegial feedback</p>	



Seminar	Communication and presentation training (one to two days) (in German)	ECTS: 0.75 - 1.50
Lecturer	Various	
Content	<p>Alternating seminars on the topics of communication and presentation with different focuses:</p> <p>Use of the voice, appearance and communicative presentation How do young scientists succeed in presenting their research concepts and results with confidence and competence? Confidence and sovereignty are expressed primarily through the voice and body language. Lectures and presentations require professional preparation and visualisation. More and more often, short and concise presentations and statements are required to present the research topic as concisely as possible. (Expert) talks are often the basis for sustainable networking. How can different questions be answered in a target-oriented way? The focus of the course is on practical exercises in which the methods offered can be tried out.</p> <p>Communication, contacts, cooperation Why are you graduating? What is the interest behind this question and how can it be answered in such a way that the person and the topic are perceived and remembered. Lasting contacts require communicative know-how that ranges from a simple self-introduction to a professional presentation of the topic. Meetings, conferences and trade fairs are the stage on which young academics must appear confidently, convey competence and show cooperative ability and willingness. Technical discussions at eye level are expected as a matter of course. In this 2-day workshop we have enough time for practical exercises and for a real presentation of your topic. You will learn methodological approaches and gain your communicative confidence for a wide variety of situations in the academic network.</p> <p>Presence and personality in presentations This seminar is about the presence of one's own personality in presentations and not about teaching presentation techniques through media such as PowerPoint, etc. Because you are at your best when you appear authentic in front of your audience, you will learn to emphasise your authenticity and not let your nervousness define you. In the process, your voice, your body language and your willingness to communicate will accompany you as essential design elements in speeches and presentations.</p>	



Seminar	Appearing confidently in teaching (two-day seminar) (in German)	ECTS: 1.50
Lecturer	Prof. Dr. Christina Müller-Naevecke	
Content	<p>Teaching requires not only professional competence but also confident interaction with students within various teaching/learning formats. This includes not only the professional appearance in a lecture, but also, for example, the confident moderation of discussion rounds or the targeted support of group work and self-learning phases.</p> <p>As a newcomer to university teaching, one often experiences insecurities regarding the right appearance. How do I appear in front of a large group? In which situations should I set boundaries? When do I hold back in terms of content and when do I give theoretical input? When is a more collegial form of communication appropriate? These and similar questions will be addressed in this two-day workshop and worked on with the help of various methods (including video analysis).</p> <p>Content of seminar:</p> <ul style="list-style-type: none">• Basic rules of moderation and presentation techniques as well as lecture rhetoric,• Appearance and communication in different teaching/learning formats, moderating in teaching,• Perception of others and of oneself in teaching/learning situations,• Understanding the role of a teacher and implications for the appearance in teaching	