



Library Association
of Singapore

Date: 2nd - 3rd July
(Thurs & Fri), 2009

Time: 9.00am—5:00pm

Venue:

Theatrette 2
Central Library
National University of Singapore
12 Kent Ridge Crescent
Singapore 119275
Click [here](#) on How to Get to NUS

Registration Fee:

\$ 430 (LAS Member)

\$ 510 (Non-Member)

Note: Maximum Class Size is 25

Registration Contact:

Email: las.tnd@gmail.com

Phone queries to Rajini.V : 64051854

Closing Date:

June 22, 2009

Payment Information:

Make cheques payable to:

Library Association of Singapore

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Oral Presentation Skills for Librarians: a workshop

How can I be a more effective presenter?
What can I do to make my oral presentations more interesting?
How do I meet the needs of my audience better?

Want answers?
Sign up for this 2 day workshop

Learning Outcomes:

By the end of this course you will be able to:

- Implement the basic principles of effective presentations
- Use effective strategies/methods to prepare for presentations
- Understand the importance of non-verbal communication
- Use visual aids competently in presentations
- Self and peer assess presentations

Course Content:

- The Communication Situation
- Introductions and Conclusions
- Preparing for, and delivering oral presentations
- Using note-cards
- Dealing with transitions, and the Q & A
- Using visuals

Training Approaches and Methods:

- Lecture
- Group-Work and Discussions
- Learning from the experts- a video
- Video-taping of mock presentations
- Self and peer assessment/critique of presentations

About the Trainer

Peggie Chan is a Senior Lecturer Centre for English Language Communication at the National University of Singapore. Peggie's basic degree is in English Literature. She obtained her first MA (American Literature) from the University of Malaya, and her second (English Language) from the National University of Singapore. She has been a lecturer with the Centre for English Language Communication (CELC) for 19 years.

Prior to this, she taught at the University of Malaya's Language Centre. for ten years. Peggie's professional interests are in the teaching of critical thinking and writing, promotion and development of self-access materials, and the teaching of grammar. She is active in the international conference circuit and also presents papers locally, specifically in department staff seminars. Peggie is a winner of the University's 2009 Teaching Excellence Award.