JUSTICE INSTITUTE *of* BRITISH COLUMBIA

OFFICIAL COURSE OUTLINE

Course Code:	INDC 1396
Short Title:	Engaging Presentations
Long Title:	Creating and Delivering Engaging Presentations
Prerequisites:	None
Co-requisites:	None
School:	School of Health, Community and Social Justice
Division/Academy/Centre:	Centre for Leadership
Previous Code & Title:	None
Course First Offered:	September, 2017

Credits:	1.0

Course Description

Effective presentations communicate key messages, influence decisions and create possibilities for change. It is therefore critical for every successful leader to develop and hone their presentation skills. Whether communicating a message to a group of colleagues or providing information at an AGM, delivering a clear, concise and memorable presentation can be a challenge. In this course, learners will discover and practice methodologies and skills to become more competent and confident in creating and delivering presentations.

During this two-day course, learners will identify how to structure a message that is easy for an audience to hear, understand and act on; learners will explore contemporary presentation tools and technology to engage the audience in meaningful ways. Learners will identify and practice techniques employed by the best presenters, using voice and non-verbal language to make their message memorable.

Course Goals

Learners will be given the tools to design well-structured, meaningful presentations and deliver their message with clarity and confidence.

Learning Outcomes

Upon successful completion of this course, the learner will be able to:

1. Identify and describe key structural elements of an effective presentation;
2. Use presentation technology to communicate a clear and concise message;
3. Employ non-verbal techniques that contribute to a more powerful delivery;
4. Prepare and deliver an effective presentation using the tools developed throughout the two-day course.

Course Topics/Content

- Planning for clarity

- Presentation framework
- Tips and tricks when using presentation media
- Structuring visuals and graphics – bringing the WOW factor
- Voice dynamic and body language

Text & Resource Materials

INDC 1396 Manual

Equivalent JIBC Courses

None

Instructional Method(s) *(select all that apply)*	Hours
☒ Direct Instruction (lecture, seminar, role plays, independent study, etc.)	14 hrs
☐ Supervised Practice (includes simulations & labs)	
☐ Practice Education, Field Placement, Internship or Co-op	
Total	14hrs

Course Evaluation

The evaluation criteria used for this course are represented below. Specific course evaluation information will be provided by the instructor at the start of the course.

Criterion	% of Final Grade (may be represented as a range)
Course work (activities, assignments, essays, reports, etc.)	60%
Quizzes and exams	
Simulations/Labs	
Attendance/Participation (in class or online)	40%
Practice Education/Internships	
Total	**100%**

Comments on Evaluation

100% participation on both days is required.

Course Grading Scheme*

☐ **JIBC1 (A to F)**   ☐ **JIBC2 (MAS/NMA)**   ☐ **JIBC3(CM/IN)**   ☒ **JIBC4 (P/F)**

(* http://www.jibc.ca/policy/3304 Grading policy)

Other Course Guidelines, Procedures and Comments

View official versions of related JIBC academic regulations and student policies in the JIBC Calendar on the following pages of the JIBC website:

Academic Regulations:

*http://www.jibc.ca/programs-courses/jibc-calendar/**academic-regulations***

Student Academic Integrity Policy
Academic Progression Policy
Admissions Policy
Academic Appeals Policy
Evaluation Policy
Grading Policy

Student Policies:

http://www.jibc.ca/about-jibc/governance/policies

Access Policy
Harassment Policy – Students
Student Records Policy
Student Code of Conduct Policy

JIBC Core Competencies

The JIBC promotes the development of core and specialized competencies in its programs. Graduates of our programs will demonstrate high levels of competence in the following areas:

☐ **Critical thinking:** Identify and examine issues and ideas; analyze and evaluate options in a variety of fields with differing assumptions, contents and methods.

☒ **Communication, Oral and written:** Demonstrate effective communication skills by selecting the appropriate style, language and form of communication suitable for different audiences and mediums.

☒ **Leadership:** Inspire individuals and teams to reach their potential by embracing innovation through strategic thinking and shared responsibility.

☐ **Independent learning**: Show initiative by acting independently in choosing effective, efficient and appropriate applied learning, research and problem solving strategies.

☐ **Globally minded:** Self-aware of own identity and culture, recognize the interconnectedness of world events and issues; interact respectfully and authentically across cultures; value multiple perspectives; utilize curiosity to learn with and from others.

☐ **Problem solving:** State problems clearly; effectively and efficiently evaluate alternative solutions; choose solutions that maximize positive and minimize negative outcomes.

☒ **Interpersonal relations:** Know and manage ourselves; recognize and acknowledge the needs and emotions of others including those with diverse cultures, backgrounds and capabilities.

☒ **Inter-professional teamwork:** Understand and work productively within and between groups, respect others' perspectives and provide constructive feedback with special attention to inter-professional relationships.

☐ **Information literacy:** Recognize and analyze the extent and nature of an information need; efficiently locate and retrieve information; evaluate it and its sources critically, and use information effectively and ethically.