



EMPLOYABILITY SKILLS

Course: PUBLIC SPEAKING ESSENTIALS - OUES 006



“Effective Communication Skills” is an **ASSET** to a person in his professional & personal life.

- Improve your communication skills through this series of 8 videos on **“Public Speaking” Techniques**, supported by manuals **including activities & exercises for practice**.
- Try to become a good speaker, build up your confidence in facing different target audiences & break the fear of public speaking.
- ❖ **Conceived/Produced by Consultants & Practitioners in the field of Communication, Media, Audio visual & Broadcasting.**
- ❖ **No. of Manuals: 2 Videos progs: 8 Course duration: Average of 4 months**

Evaluation:

- ❖ **2 options: examinable** Individual assessment through practical (**with certificate**)
non-examinable, self-learning (without certificate)
- ❖ **Certificate:** awarded upon successful completion

For whom?

School Leavers, university students, professionals in different sectors, staff operating at middle & top management levels, Educators, Teachers, Lecturers, Interviewers, Speakers, Team leaders, etc.

Contents

A glimpse of the different aspects covered in this video series (8 Units)

- ❖ Introduction to Public Speaking Essentials
- ❖ The Importance of body language in public speaking
- ❖ Understanding the Audience in Public Speaking
- ❖ How to produce & deliver an effective public speech
- ❖ Different Types of Presentations
- ❖ How to prepare & organise a successful presentation
- ❖ Visual Aids in Public Speaking
- ❖ Playing with the Speaker's Voice

Outcome

Break the fear in any public speaking situations, feel confident in presentation delivery, know about content preparation, proper use of Visual Aids, adjust to the audience profile, be prepared to apply voice variation and efficient time management. This course prepares learners with the necessary techniques and best practices and approach in public speaking presentations, both formal and informal situations.

Registration:

Pls. contact the Admission Office, Open University of Mauritius, Réduit:

- **Tel- 403 8200,**
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More details:

➤ **Please contact:**

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