***Genuine Communication – An Intensive Training on Presentation and Communication Skills***

***Organised by Dean of Students’ Office of New Asia College in 2020/2021***

***\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\****

***1. Objective***

To assist students in developing essential skills for daily presentation and communication.

***2. Speaker***

**Mr. James Bryce**

James is Founder and CEO of gweek - the look and sound of real communication. Whilst much emphasis can be put on the ‘theatrics’ of speech and communication, gweek shows you why it is critical that the listeners receive your own authentic and natural style. And they can measure this too!

***3. Training Schedule***

Class A: November 9 and 16, 2020 (Mon) 6:30 pm – 9:30 pm

Class B: November 10 and 17, 2020 (Tue) 6:30 pm – 9:30 pm

*(All classes will be taught in English, but exercises in classes may be conducted in either English or Putonghua)*

***4.***  ***Training Modules*** *(same for all classes)*

* What do we mean by communicating with both substance and authenticity?
* How can I keep my audience reasonably engaged?
* How can I make a personal impact, but remain natural in my behaviours?
* Can you teach me quick, but effective preparation methods, so that I don’t have to memorise everything I want to say?
* How should I use powerpoint?
* Do I need to change style depending on the scenario?
* How much eye contact should I use?
* Do I speak too fast, or too slow?
* How can I prepare my thoughts logically?

1. ***Format of Training***

* Digital, self-paced learning with score targets, over two month, with the gweek App
* Online learning courses over two weeks , teaches by gweek Founder **James Bryce**

1. ***Medium of Instruction***

English

***7. Training Quota***

30 (15 in each class)

***8. Eligibility of Participants***

All undergraduate students of New Asia College and alumni (priority will be given to alumni who graduated in recent five years as well as students and alumni who have not participated in the training before) are eligible to apply.

1. ***Training Fee***

Free. Each participant is required to join the Award Presentation Dinner in March 2021, and the training certificates will be presented in the dinner.

***10. Awards***

In addition to a training certificate, participants who have outstanding performance in class will be awarded cash prizes **(*1 prize in each class: $1,000*).**

1. ***Application period and enquiries:***

Interested students please submit on-line application at the College website (<http://www.na.cuhk.edu.hk>) on or before **October 28,** **2020**. Enquiries: Ms. Ellie Lau of Dean of Students’ Office (Tel.: 3943-7627; Email: [ellielau@cuhk.edu.hk](mailto:ellielau@cuhk.edu.hk))