

<b>Course</b>		
Effective cross-cultural team-work		
<b>Lecturer</b>		
Christine Reitzer		
<b>Expenditure of Work</b>		
3 ECTS-Credits	Presence 30h	Self-study 60h
<b>Exam</b>		
presentation and journaling about it		
<b>Content</b>		
<p>The course incorporates practical insights into international team work and tools as well as methods of international presentations. Thereby you will benefit from the rich intercultural experience of the lecturer:</p> <ul style="list-style-type: none"> <li>• Intercultural background information, tips for meetings and presentations in international teams</li> <li>• Convincingly conveying your own ideas and addressing them to an intercultural diverse target group</li> <li>• Exercises regarding the art of presentation: offering relevant content effectively and internationally sustainable, explaining graphics, incorporating images and colors, creating handouts, etc.</li> <li>• Find your own style in a multicultural team and stay authentic</li> <li>• Presentation and meeting tips for online and live formats</li> </ul>		
<b>Further Reading</b>		
<ul style="list-style-type: none"> <li>• Bohin, T. (2014) Kommunikation im Projekt: schnell, effektiv und ergebnisorientiert informieren. Offenbach: Gabal-Verlag. – online verfügbar</li> <li>• Grill, O. (2020) Überzeugend präsentieren mit PowerPoint 2019: Präsentationen professionell gestalten und souverän vortragen, Bodenheim: Herdt. - online-verfügbar</li> <li>• Hartmann, M. (2018) Präsentieren: Präsentationen: zielgerichtet, adressatenorientiert, nachhaltig. Weinheim: Beltz. – online verfügbar</li> <li>• Hernandez, R. (2012) Presenting across Cultures: Adapting your business and Sales presentations in Key markets around the world; Milton Keynes UK: Tertium Business Books.</li> <li>• Reitzer, C. (2014): Erfolgreich Lehren: Ermutigen, motivieren, begeistern. Heidelberg Springer. – online verfügbar</li> <li>• Williams, E. (2009): Presentations in English, find your voice as a presenter. Bad London Macmillan.</li> </ul>		