**AGENDA**

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| **Event:** | **“Improving of communication and self-presentation skills” Workshop** |
| **Date:** |  10.10.2022 |
| **Time:** |  09:00 – 16:00  |
| **Venue:** | Mitrovice – Restaurant Mesura |

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| **09:00 – 09:10** | **Entry** |
| **09:10 - 09:30** | **Presentation of the participants** |
| **09:30 – 10:30** | Video recording of short presentations (amateur) |
| **10:30 – 10:45** | **Coffee Break** |
| **10:45 – 12:00** | Effective presentationsHow to speak effectively during the presentation? |
| **12:00 – 13:00** | **Lunch** |
| **13:00 – 14:30** | Presentation planning and the 8 steps of a successful presentationPresentation with energy, calmness, and enthusiasm |
| **14:30 – 15:30** | Video discussion and roleplay  |
| **15:30 - 16:00** | **Reflection/conclusion** |