Faculty Scholarship and Creative Works

5-16-2019

Bet on Your Colleagues: Cross-Campus Collaboration to Deliver Presentation Skills Workshops

Lily Dubach
University of Central Florida, lily@ucf.edu

Shane Roopnarine
University of Central Florida, shane.roopnarine@ucf.edu

Sandy Avila
University of Central Florida, savila@ucf.edu

Carrie Moran
Seminole State College, moranc@seminolestate.edu

Find similar works at: https://stars.library.ucf.edu/ucfscholar
University of Central Florida Libraries http://library.ucf.edu

STARS Citation

University of Central Florida

STARS
Showcase of Text, Archives, Research & Scholarship

UCF | Libraries
UNIVERSITY OF CENTRAL FLORIDA

SEMINOLE STATE COLLEGE OF FLORIDA

BET ON YOUR COLLEAGUES

Cross-Campus Collaboration to Deliver Presentation Skills Workshops

Lily Dubach, Shane Roopnarine, Sandy Avila, & Carrie Moran

WORKSHOP CONTENT

The workshop is organized into the following four major sections:

Prepare
- Types of presentations
- Researching your topic
- Knowing your audience
- Tools for creating slides
- Tips for better designs

Practice
- Methods
- Troubleshooting
- Walk thru ahead of event

Peace
- Stress relief techniques
- "Power pose" from Amy Cuddy
- Finding the right perspective

Perform
- Back ups for the presentation
- Boosting confidence
- Expecting the unexpected

Links to slides and resources are found at: **guides.ucf.edu/presentations**

prepare

"If I am to speak for ten minutes, I need a week for preparation." —Woodrow Wilson

place
person
record
test

Study Rooms

peace

perform

CROSS-CAMPUS COLLABORATION

Background

The Presentation Skills Workshop was created when Carrie Moran identified gaps between what is being taught in the classroom and what is being expected of students. Understanding this need is what drove developing this workshop. The major influence for creating the Presentation Skills Workshop came from the book *Resonate* by Nancy Duarte. The workshop has been continuously improved and revised over time and now more than one librarian contributes.
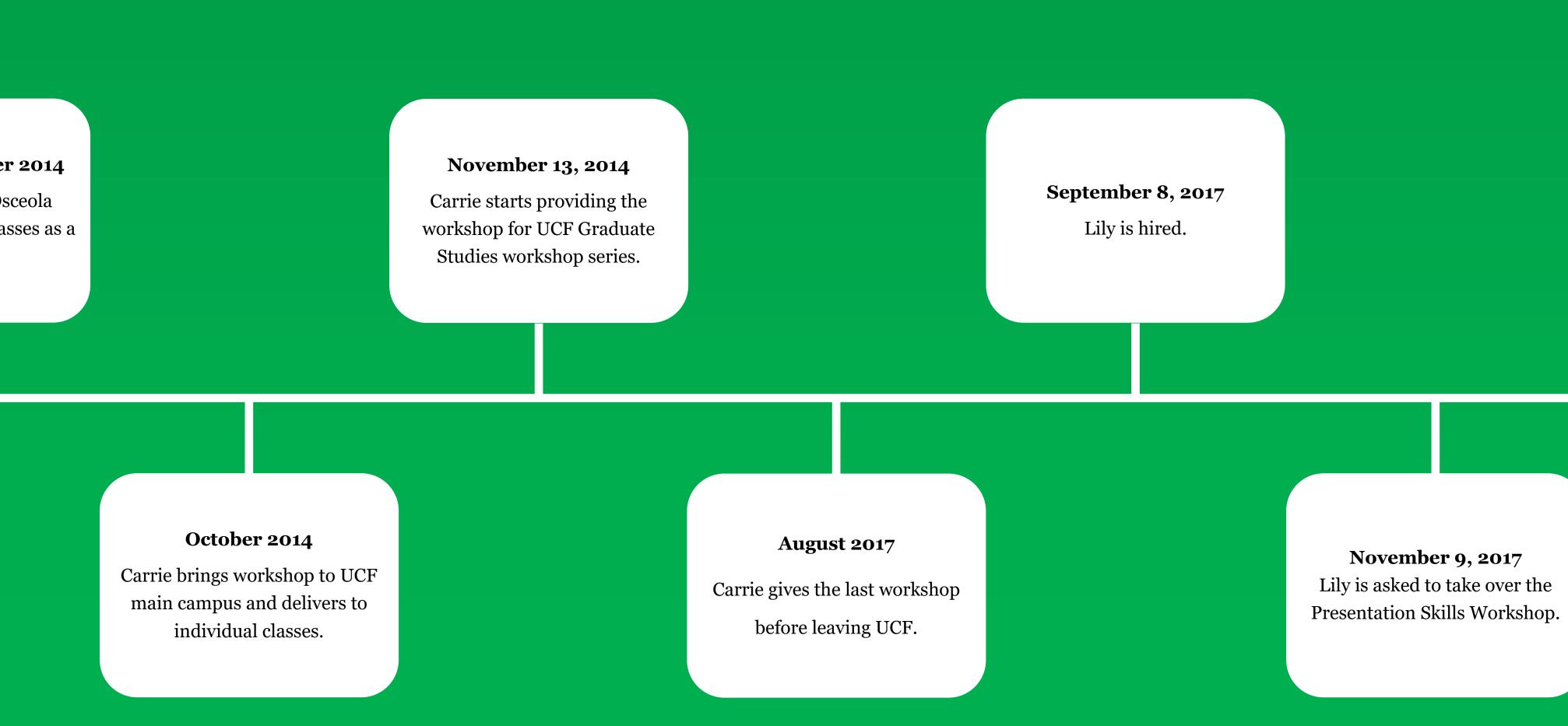
After Carrie left UCF in 2017, Lily Dubach took over the workshop. As requests increased for the workshop in multiple places and modalities (including online), Shane Roopnarine and Sandy Avila joined Lily to form a team. Carrie continues to stay in communication with the team and advises.

Requests

1. From faculty for in-class sessions
2. From Valencia West students/faculty for their campus
3. From UCF Rosen students for their campus
4. From UCF Student Government Association for undergrads
5. From colleagues for their online workshop series

Online

The first online session was offered in 2019 using the Zoom software system. From three different locations simultaneously, librarians Lily, Shane, and Sandy worked together to run the online workshop. Discussion of logistics (e.g., who will do what), revamping of slides and activities, software tests, and practice sessions all occurred prior to the first online workshop. Responsibilities divided as follows: one librarian to speak, a librarian to post resource links, and a librarian to monitor the Zoom chat and answer questions.

Recordings and links to future online Presentation Skills Workshops (and other workshops) are located here: **guides.ucf.edu/rtt**

SUCCESS

The workshop is highly successful likely because:
1. It cuts across disciplines
2. It's applicable to undergrads, grads, staff, and faculty alike
3. Public speaking is a common project in many courses
4. Many people suffer from inherent anxiety around giving presentations and need pointers on how to get through it professionally and positively.

"I think that this workshop will make me feel more **confident** the next time I speak" - student

"The most valuable thing was the Prepare section, especially the part on where to find **images**." - staff

"The value of the **power -pose**! And the different apps and sites to help with presentations." - student

"The overall presentation workshop was great. One area that I was mainly interested in was the practice portion. I appreciated the hints/tips re: **dissertation**." - student

"I learned to try and give a **good story** that relates to my presentation, drive what point my presentation is trying to make." - student

The reason the workshop can continue to be successful is the strong team of librarians committed to meeting the needs.

Lily Dubach, lily@ucf.edu   Shane Roopnarine, shane.roopnarine@ucf.edu

Sandy Avila, savila@ucf.edu   Carrie Moran, moranc@seminolestate.edu

PROJECT TIMELINE

November 2011
Carrie develops the Presentation Skills Workshop at Cleveland Community College.

May 2013 to October 2014
Workshop given at Osceola campus in individual classes as a Skillshop.

November 13, 2014
Carrie starts providing the workshop for UCF Graduate Studies workshop series.

September 8, 2017
Lily is hired.

February 1, 2018
Lily reboots the workshop for Graduate Studies.

September 27, 2018
Lily receives request to do the workshop for undergrads at UCF main campus.

October 15, 2018
Lily is asked to present for the PRIME STEM event and gives materials to Sandy to do the last-minute request.

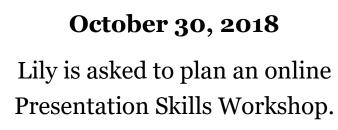**November 9, 2018**
Lily presents the workshop at Rosen.
Lily, Sandy, and Shane later join forces to collaborate on future workshops.

April 2, 2019
Lily, Shane, Carrie, and Sandy present the Presentation Skills Workshop online using Zoom.

May 2013
Carrie brings workshop to UCF Valencia Osceola.

October 2014
Carrie brings workshop to UCF main campus and delivers to individual classes.

August 2017
Carrie gives the last workshop before leaving UCF.

November 9, 2017
Lily is asked to take over the Presentation Skills Workshop.

February 12, 2018
Lily starts the Presentation Skills Workshop for UCF/Valencia West Campus.

October 5, 2018
Lily informs librarians at UCF Rosen College of Hospitality Management that their students want the workshop.

October 30, 2018
Lily is asked to plan an online Presentation Skills Workshop.

January 25, 2019
Carrie is back in Florida and joins the collaboration team.