



Communication Skills Training

Specialty: for all specialties

Higher education level	First (bachelor) level		
Discipline status	Optional		
The scope of discipline	90 hours / 3 credits ECTS		
Language of instruction	English		
What will be studied (subject of study)	<p>The course "Communication Skills Training" is geared toward the study of different types of communication including verbal, non-verbal, written, listening, visual ones. The secrets of a successful speech and self-presentation are considered in the course. The specific of using tone of voice, power of pause, visual aids, storytelling as components of a successful speech, as well as the art of writing a resume will be studied. Students will have knowledge and skills of oral and writing communication including secrets of public speaking, strategies of successful employment, critical thinking, etc.</p>		
Why it is interesting / necessary to study (purpose)	<p>This course is designed for students who want to develop their communication skills so that to achieve their personal and professional success in their lives. The academic discipline is taught in English so that to form students' communicative speech competences to ensure their effective communication in the academic and professional environment.</p> <p>All classes geared toward developing speaking, listening, reading and writing skills of students are organized as a speaking club with debates, quizzes, presentations, teamwork, etc. in a friendly learning environment and based on participants' feedback.</p> <p>The course developer is a member of the editorial board of the Czech journal Media4uMagazine, the author of the textbook "English: forming communication skills of reading, speaking, writing" and has a CEFR Certificate (C2 in Speaking, 210 scores), so the course is taught in English and students can improve their English while developing communication skills</p>		
How to use the acquired knowledge and skills (competencies)	<p>As a result of the acquired knowledge and skills, students also have general and professional competencies, in particular:</p> <p>general ones:</p> <p>the ability to communicate in a foreign language; ability to work in a team to solve professional problems;</p> <p>professional ones: the ability to further study with a high level of autonomy, constantly improving the level of information culture</p>		
Prerequisites	Foreign language		
Co-requisites	Business Communications, Media Communications in the Modern World		
Organization of training	Types of classes: lectures, practical classes		
Chair	Documentation Science and the Ukrainian Language		
Faculty	International Communications and Foreign Citizens Training Department		
Teacher		Name	Karpenko Olena
		Position	Associate Professor
		Academic status	Associate Professor
		Scientific Degree	PhD in Pedagogy
		e-mail	o.karpenko@khai.edu
		Personal Page	
Links to electronic course resources	https://mentor.khai.edu		
Work program link (syllabus)	https://khai.edu/assets/files/robochi-programi/029/rp_b_usi_Communication-Skills-Training.pdf		