



Academic Debate

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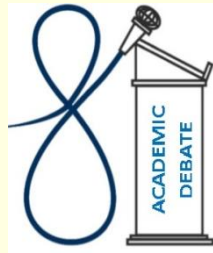
Review

Review

CHAPTER 1

ACADEMIC DEBATE

What is Academic Debate?

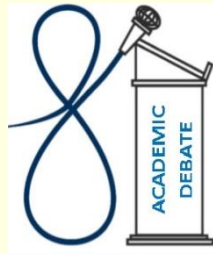


Practice Comparing Contrasting

Practice of **COMPARING** and **CONTRASTING** ideas

- **COMPARING** is showing similarities between persons, objects, and ideas
- **CONTRASTING** is showing differences.

The goal is:

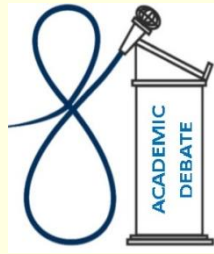


We focus on debate is **ON IDEAS**

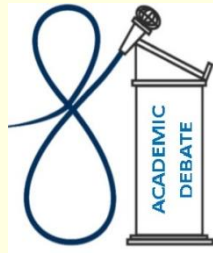
We **SEARCH FOR TRUTH**

And trying to find out **THE BEST ANSWER**

What are the things debate teach you?



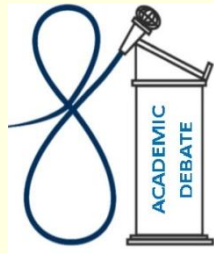
- ✓ We learn to know we not always right!
- ✓ We learn to listen more to what people saying
- ✗ You don't learn hand righting skills but note taking



Why should we debate?

- ❑ It is good for communication skills
- ❑ Learn to research
- ❑ Write notes
- ❑ Think critically
- ❑ More comfortable arguing with people
- ❑ More informed
- ❑ Build confident standing up in front of people
- ❑ Learn logic and persuasion to persuade people
- ❑ To line up your argument

The basic Debating skills

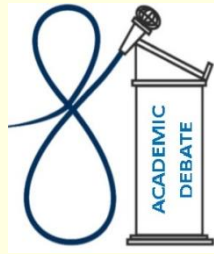


- ☐ Style
- ☐ Speed
- ☐ tone
- ☐ Volume
- ☐ clarity
- ☐ Use of notes and eye contact
- ☐ content
- ☐ General overview when you debate

Review

CHAPTER 2

SELF – ESTEEM



What is Self-Confidence!

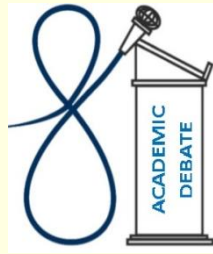
True Self-Confidence – is a realistic belief or expectation of achieving success.

Self-Confidence is:

- ☐ **Not what you hope to do** but what you realistically expect to do
- ☐ **Not what you tell others** but your innermost thoughts about your realistic capabilities
- ☐ **Not pride in past deeds** but a realistic judgment about what you are able to do

**= The good news is that:
Self -Confidence can be learned and built on :-)**

Self-Confidence

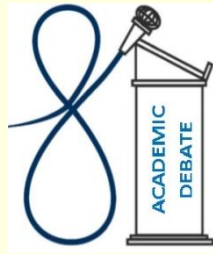


Sense of **Worth and Self-Confidence** comes when **you accept yourself** as you are.

Not when you're **trying to be** what other people expect

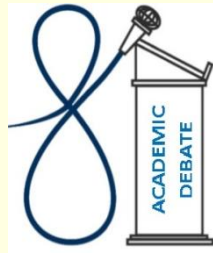
Self-esteem refers **to the way we see and think about ourselves.**

Self-Esteem... what is made of:



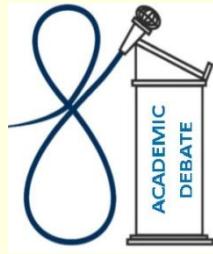
- Your self-esteem is made up of **all the experiences and interpersonal relationships you've had in your life.**
- Everyone you've ever met has added to or taken away from how you see yourself!

Where does self-Esteem come from?

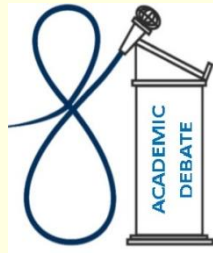


1. Our **self-esteem** develops throughout our lives as we develop an image of ourselves through our experiences with different people and activities.
2. Experiences during childhood play a particularly large role in **shaping self-esteem**.
3. When we were growing up, our successes, failures, and how we were treated by our family, teachers, coaches, etc... all contributed to the creation of our self-esteem.

Childhood experiences that contribute to healthy self-esteem



1. Being listened to
2. Being spoken to respectfully
3. Getting appropriate attention and affection
4. Having achievements
5. Having accepted despite making mistakes or failures

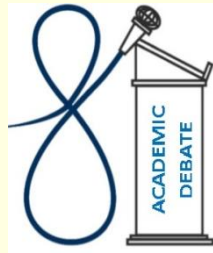


The effects of high Self-esteem

People with high self-esteem possess the following characteristics:

- They like to meet new people.
- They don't worry about how others will judge them.
- They have the courage to express themselves.
- They are nicer to be around.
- They are magnets to positive opportunities!
- Their ideas are met with interest because others want to hear what they have to say.

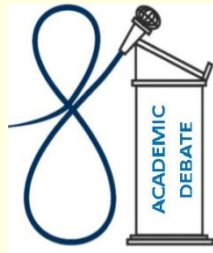
People with high self-esteem have an **“I think I can”** attitude!



Childhood experiences that may lead to Low self-esteem?

- Being harshly criticized
- Being physically, or emotionally abused
- Being ignored, ridiculed, or teased
- Being expected to be perfect all the time

The effect of low Self-Esteem

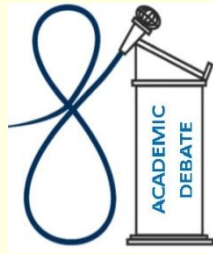


People with low self-esteem possess the following characteristics:

- They don't believe in themselves.
- They see themselves failing before they begin.
- They have a hard time forgiving their mistakes and make themselves pay the price forever.
- They believe they can never be as good as they should be or as others.
- They are afraid to show their creativity because they will be ridiculed.
- They are dissatisfied with their lives.
- They spend most of their time alone.
- They complain and criticize.
- They worry about everything and do nothing.

People with low self-esteem have an **“I CAN'T DO IT”** attitude!

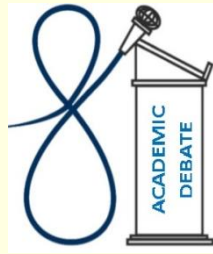
Consequences of Low Self-Esteem



Low self-esteem can have devastating consequences, it can:

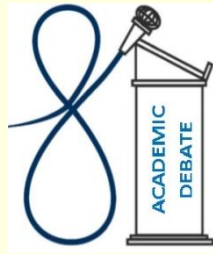
- Create anxiety, stress, loneliness
- Increased likelihood of depression
- Cause problems with friendships and romantic relationships
- Seriously damage academic and job performance

Steps to High Self-Esteem



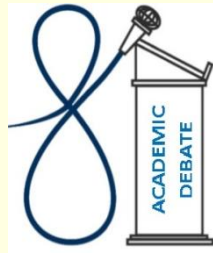
- Forgive yourself for past mistakes.
- Focus on your positive attributes.
- Follow the example of successful people.
- Become a self talker.
- Exhibit a good attitude.
- Get plenty of rest.
- Make your work skills your own.
- Practice your talents.
- Become physically fit.

Steps to High Self-Esteem



- Learn new things.
- Improve your personal relationships.
- Dress well!
- Start Eating Healthy and Take Proper Care of Yourself
- Exercise regularly. Make a schedule and do it every day
- Set Up Challenges You Can Achieve
- Make a Contribution
- Replace Your Negative Thoughts With Positive Ones

Replace Your Negative



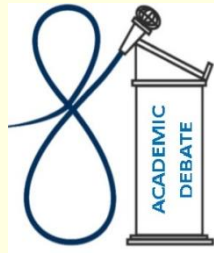
Negative Thought	Positive Thought
I have never accomplished anything in my life.	I have accomplished many things in my life.
I am a failure.	I am a success.
I always make mistakes.	I always do things well.
I don't deserve the good life. I don't deserve people to love me. I don't deserve to be healthy.	I deserve all the good that life can offer. I deserve love, happiness and health.
I am stupid.	I am smart and intelligent.

Review

CHAPTER 3

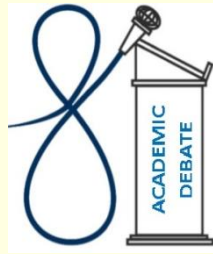
LISTENING & SPEAKING SKILLS

What Is Hearing?



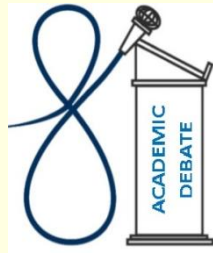
Hearing

- Hearing is **one of the five senses of a person** and it is the ability to perceive sound by detecting vibrations through an organ such as the ear.
- **Hearing occurs even in sleep**, where the ear processes the sounds and passes them on to the brain, but the brain does not always react to the sound. It is such a passive quality it can lead to misunderstandings!
- Hearing occurs with or without your permission.



Four Types Of Listening

1. Active Listening
2. Reflective Listening
3. Critical Listening
4. Listening for Enjoyment

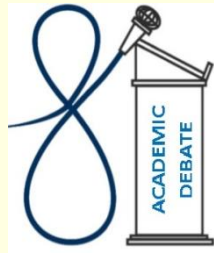


Barriers To Listening

- Noise

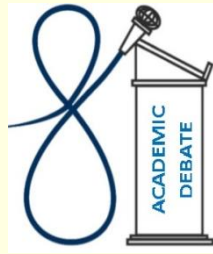
- Physical distractions
- Mental distractions
- Factual distractions

The Needs of the speaker

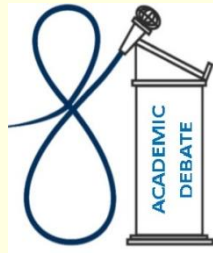


- To be **recognized** and **remembered**
- To feel **valued**
- To feel **appreciated**
- To feel **respected**
- To feel **understood**
- To feel **comfortable** about a want or need

Factors That Help To Become A Better Listener



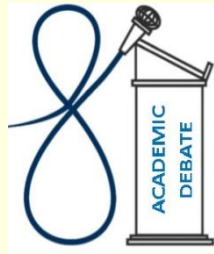
- Sender credibility
- Positive attitude
- Concentration
- Question-answer sequences
- Listen and think critically
- Use verbal & nonverbal communication effectively



Active Listening Skills

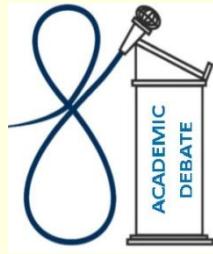
- We cannot learn anything from others if we try to do all the talking.
- Let speakers finish out their own sentences and concentrate on the speaker's words
- Make verbal responses
- Summarize parts of what has been said when clarity is needed.

Active Listening Requires 4



- Definite Intent to Listen
- Focus on the Speaker
- Verbal and Non-Verbal Encouragers
- Feedback Loop to Insure Accuracy

Active Listening steps are 3

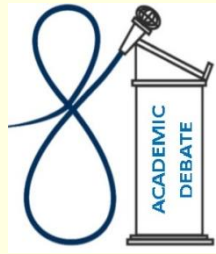


STEP 1: LISTEN

STEP 2: QUESTION

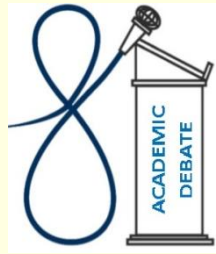
STEP 3: REFLECT – PARAPHRASE

What Is Speaking?

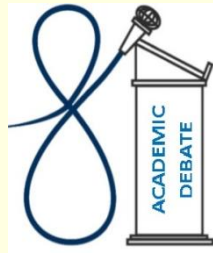


1. Delivery of information verbally
2. Expression of thoughts
3. Expression of feelings
4. Expression of ideas

Types Of Speaking



- Informal Speaking
- Formal Speaking
- Group Discussion
- Meeting & Conference
- Public Speaking & Presentations
- Job Interview
 - Facial Expressions
 - Eye Contact
 - Body Languages



Speaking Skills

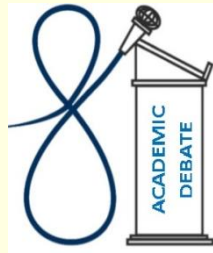
- Know what you want to say
- Control fear
- Stop talking and listen
- Think before you talk
- Believe in your message
- Repeat major points
- Find out what your listener wants

Review

CHAPTER 4

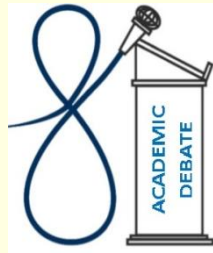
TIME MANAGEMENT

Benefits of time management



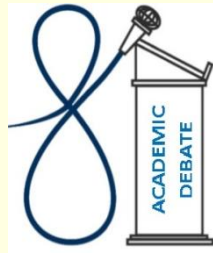
1. **Efficient**, “working in a well-organized and competent way”
2. **Prioritizing** and reprioritizing constantly
3. Avoid missing important **deadlines**
4. **Less stress** and anxiety
5. **Happier and healthier**

You will be rewarded in a variety of ways



- You will achieve greater success & will be highly visible
- On a personal level, you will certainly:
 - Feel healthier
 - More energetic
 - And in a generally better mood

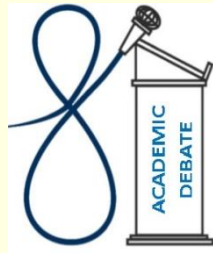
Obstacles to effective Time Management



There are a lot of things that make it difficult for us to manage our time effectively. The most common ones:

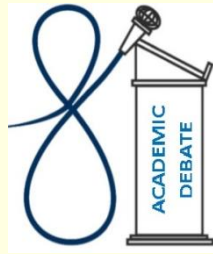
- **Unclear objectives**
- **Disorganization**
- **Inability to say “no”**
- **Interruptions**
- **Interruptions**
- **Periods of inactivity**
- **Too many things at once**
- **Stress and tiredness**
- **All work and no play**

Procrastination



- **Procrastination** is defined as postponing action, especially as a regular practice.
- **Step 1:** Recognize that you're procrastinating; be honest with yourself.
- **Step 2:** Work out WHY you're procrastinating; usually one of two main reasons:
 - You find the task unpleasant, or
 - You find the task overwhelming

What can we do?



- Write down the thoughts
- Do the worst task first
- Break things up into bite-sized pieces
- Consider your energy level.
- Use your prime time
- Save routine tasks
- During high-energy periods
- **Reward yourself.**

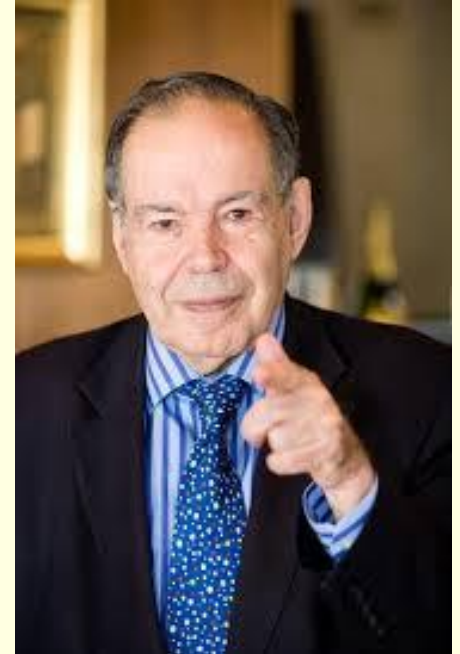
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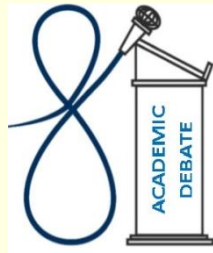
CHAPTER 5

SIX THINKING HATS

Dr. Edward De Bono

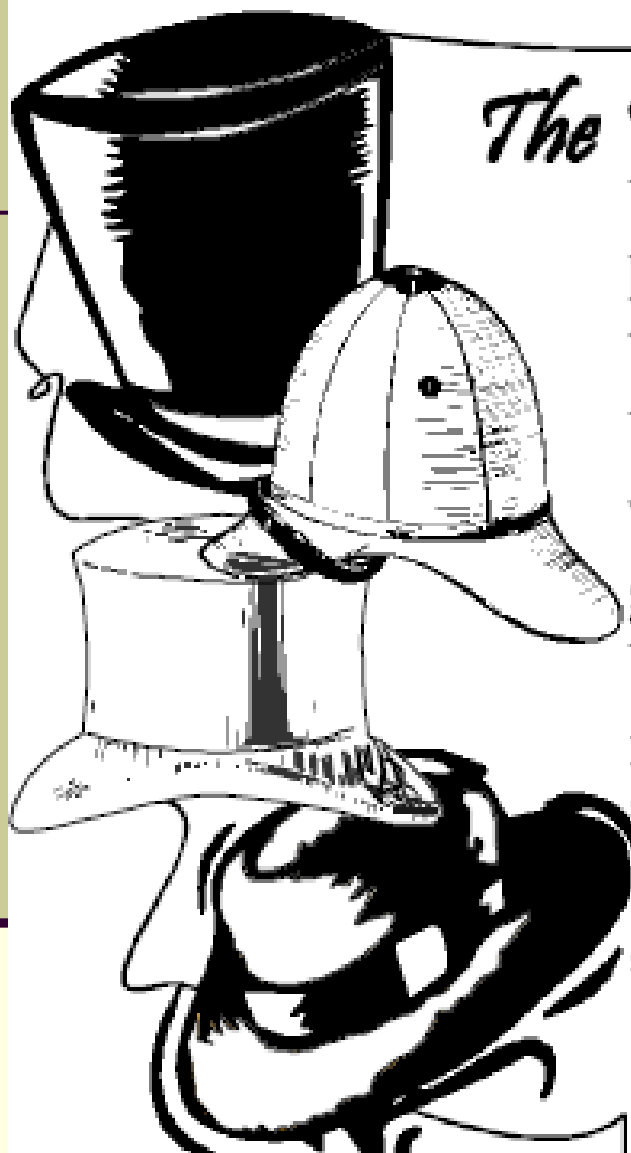
- Edward De Bono (Malta 1933) is a world-known expert in creative thinking, “The 6 Thinking Hats” is one such technique.
- The main idea is to have the group only “wear one hat at a time”





Purpose

- Power: with six hats, the intelligence, experience and knowledge of all members of the group are fully used. Everyone is looking and working in the same direction.
- Time Saving : Cut meeting time.
- Removal of Ego
- One Thing at a Time: “Clear thinking”.



The White Hat

What information/facts do we know?

What information is missing?

What information/facts would we like to have? How are we going to get the information?

What is relevant? What is most important? How valid is this?

- * Examine the facts, figures and information
- * Note all information, formal and informal

Red Hat Activity



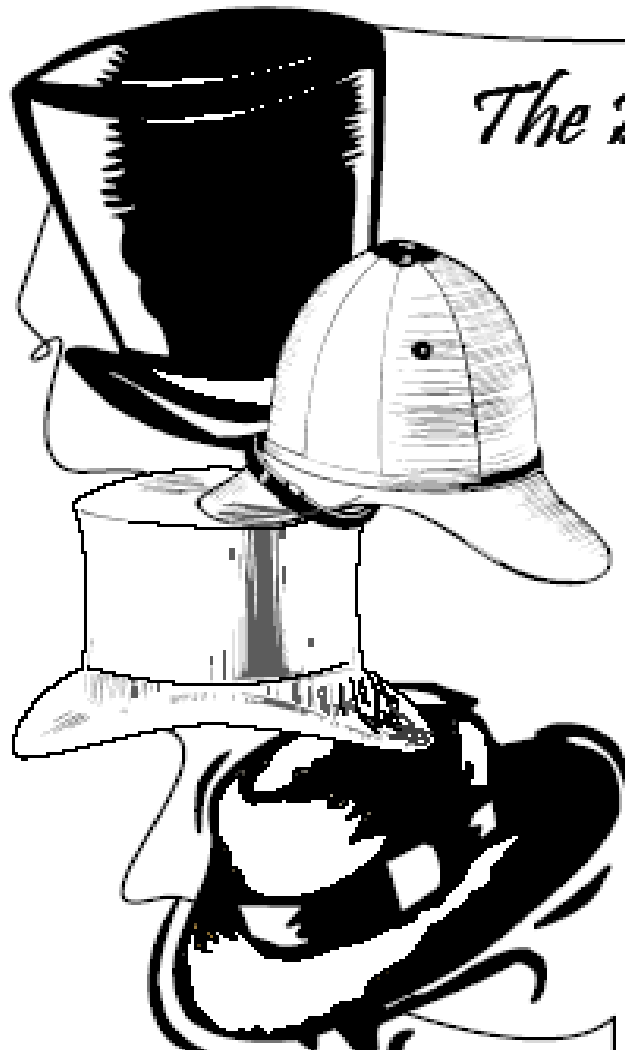
What does red hat expresses ?

Emotions, Feelings, Affection...etc.

How do you feel about it?

How cold/warm you felt about that?

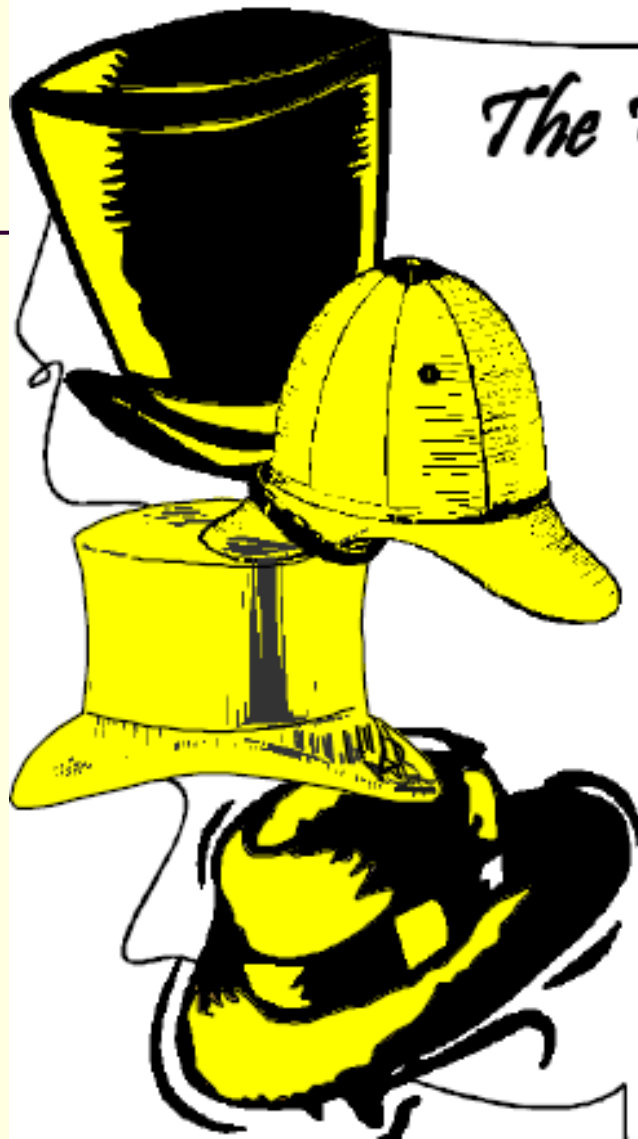
How did you react to it?



The Black Hat

Is this true? Will it work?
What are the weaknesses?
What is wrong with it?

- * Caution
- * Judgement
- * Assessment.
- * Logic
- * Evidence
- * Consequences
- * Weaknesses
- * If things will work



The Yellow Hat

What are the good points?

What are the benefits?

Why will this idea work? Why is this worth doing?

How will it help us? Why can it be done?

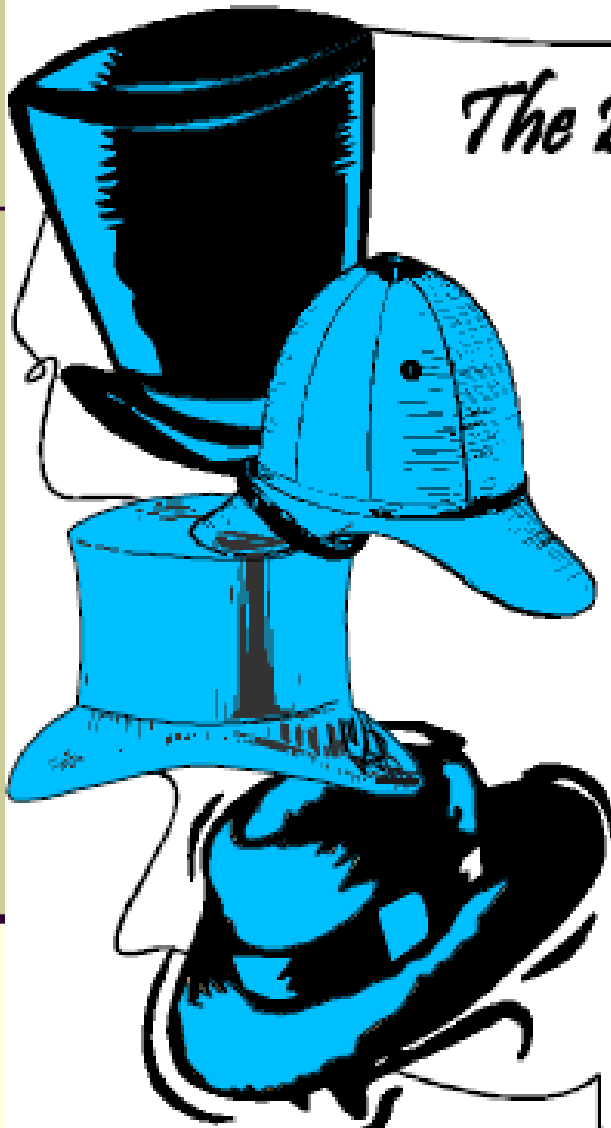
- * Optimism and sunshine
- * Logical positive view of things
- * Feasibility
- * Opportunity.



The Green Hat

What are some possible ways to work this out? What are some other ways to solve the problem?

- * Plants springing from seeds, movement, creativity..
- * New, different ideas
- * Suggestions
- * Alternatives and enhancing
- * Ways to solve problems
- * Proposals



The Blue Hat

What have we done so far?

What do we do next?

What decision have we reached?

- * Controlled
- * Orchestra conductor
- * Thinking about thinking
- * Organisation
- * Getting focus & purpose
- * Making up a thinking plan
- * Making decisions & conclusions

Review

CHAPTER 6

SWOT ANALYSIS

What is SWOT Analysis

- SWOT Analysis is a useful technique for understanding your Strengths and Weaknesses, and for identifying both the Opportunities open to you and the Threats you face.
- SWOT created by some business experts 1960s.

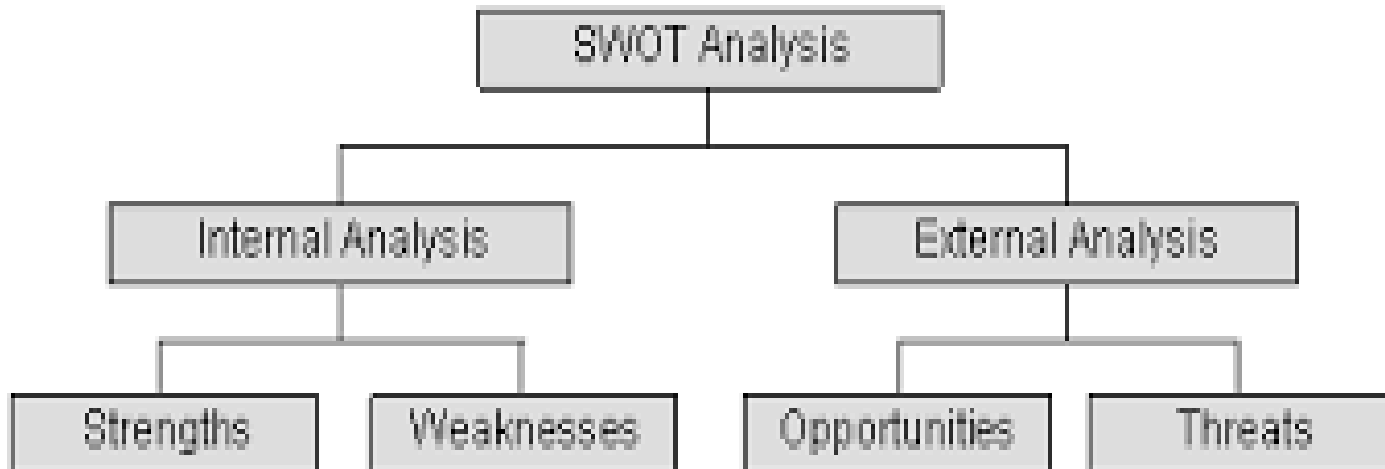
SWOT Analysis can be used in:

- a **business context**, it helps you to improve your market.
- can also be used in a **personal context** , it helps you develop your career in a way that takes best advantage of your talents, abilities and opportunities

SWOT Tips

- Strengths and weaknesses are often internal to you and your organization
- While opportunities and threats generally relate to external factors.
- For this reason, SWOT is sometimes called Internal-External Analysis and the SWOT Matrix is sometimes called an IE Matrix.

SWOT Matrix



Sample layout-idea of SWOT analysis

- You can list internal and external opposites side by side.

Internal		External	
Strengths	Weaknesses	Opportunity	Threats

Any questions?

