

Conference Skills 2019

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COURSE AIMS

Students should have minimum knowledge of English corresponding to the B2 level of the Common European Framework of Reference for Languages.

Students must write a one-page motivation letter demonstrating their level of English knowledge and explaining their motives for attending the course.

COURSE AIMS

After completing the course, students will be able to:

- write effective conference and MA thesis abstracts
- create quality presentations/posters in terms of language and design
- prepare and deliver engaging presentations

Students are going to receive a detailed feedback on their written work.

SYLLABUS

Introduction to the course

Features of academic writing

Features of public speaking

Abstracts and the writing of abstracts

Introductions and how to write them

SYLLABUS

Presentations (structure, language, design)

Effective presentations

Basics of argumentation

Conference English:

- delivering a welcoming speech
- introducing presenters
- chairing a section
- small talk

TEACHING METHODS

Lectures/Workshops

Student oral presentations

Individual/pair/group work

Discussions of relevant issues

Written reflections

Final presentations

ASSESSMENT

Attendance and active participation in seminars

Oral presentations of assigned chapter(s) from required reading

Final presentations (language and design)
Abstracts

LITERATURE

- SWALES, John. *Aspects of article introductions*. Ann Arbor: University of Michigan Press, 2011. x, 94. ISBN 9780472034741.
- WALLWORK, Adrian. *English for presentations at international conferences*.
1st ed. New York: Springer, 2010. xv, 179. ISBN 9781441965905.
- SWALES, John. *Abstracts and the writing of abstracts*. Edited by Christine B. Feak. [Ann Arbor]: University of Michigan Press, 2009. xv, 88. ISBN 9780472033355.
- POWELL, Mark. *Presenting in English : how to give successful presentations*.
Boston: Thomson, 2001. 128 s. ISBN 1899396306.
- SWALES, John. *Genre analysis : English in academic and research settings*.
Cambridge: Cambridge University Press, 1990. xi, 260. ISBN 0521338131.

TO GET THE 6 CREDITS:

- Attendance
- Active participation
- Collaboration with classmates (e.g. providing feedback)
- Completion of assignments (HW, blog)
- In-class presentation (in pairs)
- Final draft of the abstract
- Final individual presentations (during the student conference)