

Conference Skills 2021

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COURSE PRE-REQUISITES

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 motivation essay (in the Conference Skills discussion forum) demonstrating their level of English knowledge, 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 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

Tips, tools and strategies for conference skills

Aspects of conference English:

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

TEACHING METHODS

Online lectures

Student oral presentations

Individual/pair/group work

Discussions of relevant issues

Written reflections

Final presentations

ASSESSMENT

Active participation during the course

Oral presentations from required reading

Final presentations (language and design)

Abstracts

TO GET THE 4 CREDITS and THE A GRADE:

- Active participation
- Collaboration with classmates (e.g. providing feedback)
- Completion of assignments (HW, blog)
- In-class presentations
- Final draft of the abstract
- Final presentations

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.