

City University of Hong Kong

Information on a Course offered by Department of English with effect from Semester B in 2008 / 2009

Part I

Course Title:	Preparing and Making Academic Presentations
Course Code:	EN 8008
Course Duration:	13 weeks (1 semester)
Credit Units:	2
Level:	R8
Teaching Pattern:	Lecture/tutorial
Medium of Instruction:	English
Prerequisites:	Nil
Precursors:	Nil
Equivalent Courses:	Nil
Exclusive Courses:	Nil

Part II

1. Course Aims:

This course aims to help research degree students to cope with demands imposed on them by the requirements of preparing academic presentations in conferences and oral defense.

2. Course Intended Learning Outcomes (CILOs)

Upon successful completion of this course, students should be able to:

No.	CILOs	Weighting
1	- identify various linguistic/non-linguistic resources, generic conventions and rhetorical strategies needed in writing paper proposals; - apply the above knowledge in producing their own paper proposals	20%
2	- identify the types of preparation that need to be done for a conference presentation and an oral defense; - apply the above knowledge to the preparation of their own conference presentations and oral defenses	10%
3	identify various linguistic/non-linguistic resources, generic	60%

	conventions and rhetorical strategies needed in various parts of a paper presentation and an oral defense; • apply the above knowledge in staging their own conference paper presentations and oral defenses	
4.	• identify and apply strategies to expand conference papers into thesis chapters or full-length articles for publication	5%
5.	• identify and apply various strategies to incorporate examiners' feedback in revising the thesis for final submission	5%

3. Teaching and Learning Activities (TLAs)

CILO No	TLAs	Hours/Week
1.	TA: interactive lecturing LAs: • guided group discussions • guided analyses of paired calls for papers and samples of conference paper proposals provided by the instructor • short writing tasks & language exercises	N/A
2.	TA: interactive lecturing LAs: • sharing by PhD graduates • group discussions	N/A
3.	TA: interactive lecturing LAs: • guided group discussions • guided analyses of presentation materials provided by the instructor • guided analysis of presentation materials collected by students • short oral tasks & language exercises	N/A
4.	TA: interactive lecturing LAs: • group discussions • guided analyses of paired presented papers and published papers/completed theses	N/A
5.	TA: interactive lecturing LAs: • guided group discussions • guided analyses of paired examiners' feedback and completed theses	N/A

4. Assessment Tasks/Activities

ILO No	Type of assessment tasks/activities	Weighting	Remarks
CILO 1	<i>Producing a conference paper proposal</i> Students are required to write a conference paper proposal and submit it to a relevant conference where they can present one part of their on-going work. Students will also need to observe the requirements on the work (e.g., length, font size, etc.) as specified by the conference organizer.	25%	Nil

CILOs 2-5	<i>Delivering a mock presentation</i> Students are also required to deliver a mock presentation of a conference paper (see also ATA for CILO1) OR one part of their oral defenses.	60%	Nil
	<i>Reflecting on the presentation</i> In either case, students need to write paper to reflect on their strengths and weaknesses in the mock presentation, state how it can be improved, how the presentation may be turned into a paper for publication or how feedback received can be incorporated into their final theses.	15%	

5. Grading of Student Achievement:

Grading pattern: Standard (A+, A, A-....F). Grading is based on student performance in assessment tasks/activities.

Part III

Keyword Syllabus:

Conference presentations, abstract writing, handling the question and answer sessions, preparing for the oral defense, managing oral defenses conducted through audio-/video-conferencing

Recommended Readings:

- Reinhart, S. M. (2002). *Giving academic presentations*. Ann Arbor, Mich.: University of Michigan Press.
- Swales, J. M. (2004). *Research genres: Explorations and applications*. New York: Cambridge University Press.
- Swales, J.M. & Feak, C. (2000). *English in today's research world*. Ann Arbor: University of Michigan Press.

Online Resources:

- Free-downloading concordancing tool: AntConc (<http://www.antlab.sci.waseda.ac.jp/software.html>)
- Licensed EAP corpus: MICASE