

Syllabus (様式)

Course title : Presentation in English	Elective/ Compulsory : Compulsory	Credit : 1	Semester : 1 semester	Faculty members : Chitsuko Fukushima, John Adamson
<p>○Purpose 目標</p> <p>The purpose of this course is to provide students with practical knowledge of how to make academic presentations. This course will be linked to the students' postgraduate study themes. この科目の目的は、英語で学術的なプレゼンテーションを行うやり方についての実践的な知識を学生に身につけてもらうことである。この科目は学生の大学院での研究テーマと関係づけられる。</p>				
<p>○Contents of the course 内容</p> <p>This is a course designed for postgraduate students required to make academic presentations. Students must make both solo and group presentations to show individual and co-operative skills. Students will be instructed how to conduct both poster and PowerPoint presentations and how to prepare effectively for both types. Particular attention will be paid to the academic and language skills necessary for academic presentations: structuring the presentation clearly; presenting the thesis; making academic citations; giving information concisely and persuasively; presenting research methodologies and data findings both quantitatively and qualitatively; presenting visual data; presenting literature critically; linking data with key literature; making conclusions and implications for practice; dealing with Q & A sessions; use of voice and body language. Students will also be required to work co-operatively so group coherence in delivery will be practiced.</p> <p>この科目は学術的なプレゼンテーション（以下、発表）を行う必要のある大学院生のためにつくられた。学生は個人のスキルと協調的なスキルの両方をもつことを示すために、単独での発表とグループでの発表の両方を行わなければならない。学生は、ポスター発表とパワーポイントを用いた発表のどちらも行えるようになる必要があり、効率的に準備するやり方を学ぶ。学術的な発表に必要なアカデミックスキルや言語表現に関わるスキルに焦点をあてる。すなわち、発表を明確に構成すること、論旨を示すこと、学術的な引用のしかた、情報を正確に説得的に示すこと、調査法と量的データ・質的データを提示すること、視角情報を用いること、文献を批判的に提示すること、データを重要文献と関係づけること、結論と今後の課題を示すこと、質疑応答への対応、発声やジェスチャーを用いることなどである。また、グループでの作業も行うので、発表における統一性についても配慮することになる。</p>				

○Conduct of the class 授業の方法

- 1) Students are required to follow the course schedule below shown below and participate in class discussions, preparation, practice, and presentations.
- 2) The lecturer will provide materials and handouts relevant for each class.
- 3) Students are required to make two presentations (solo for 5-10 minutes) and group (10-15 minutes).

○Course Schedule

1st week:

Course introduction, evaluation explanation. Choice of solo poster presentation themes to be decided related to current postgraduate studies. Readings and data to be decided upon and collection commenced.

2nd week

Solo presentation themes consolidation and preparation. Readings and data to be gathered. Presentation structure to be explained and thesis of presentation illustrated with examples. Practice with students to be conducted.

3rd week

Selection of readings related to presentations to be made and discussed. Illustration of literature review (comparison and contrast of ideas, use of referencing in speech) to be illustrated and practiced.

4th week

Research methodologies to be outlined and discussed. Illustration of methodologies explanation and presentation of data/findings to be made and presented. Language skills for presentation techniques of quantitative and qualitative data and language will be explained with examples.

5th week

Solo poster presentations practice in groups and monitored by lecturer to be made. Overview of language skills to be reviewed.

6th week

Solo presentations including Q & A sessions with class members. Solo presentation evaluation to take place.

7th week

Groups and roles within groups to be decided and topics chosen for second half of term evaluation (group presentations). Readings and data to be decided. Themes to be related to current postgraduate studies. Language skills of co-ordination with an M.C. to be taught.

8th week

Readings and data to be collected and discussed in groups. Language of presentation of thesis,

literature, methodologies and data findings (including visual data) to be reviewed.

9th week

Key literature and data to be selected. Review of literature citations in speech to be reviewed, along with voice/physical gesture to be introduced. Modeling and practice to be conducted.

10th week

Linking key data findings with key literature to be introduced. Comparison and contrast of literature and data to be made.

11th week

Making conclusions and implications for practice to be introduced.

12th week

Giving information concisely and persuasively to be introduced. Q and A sessions to be reviewed and practiced.

14th week

Group presentation rehearsal practice. Dealing with Q & A sessions to be introduced and rehearsed.

15th week

Group presentations including Q & A with class members.

Course evaluation feedback.

○Textbooks

See above

○Reference and materials

As provided by the lecturer.

○Class evaluation

- 1) Participation(Contribution) in class activities: 20%
- 2) Two presentations (one solo mid-term 40%; one group end of term in class 40%): 80%