

# Scientific Presentations (2 days)\*

## Day 1 (4 hours)

### 1. Defining a presentation, the purpose and the aims:

- What makes a good presentation?

### 2. The presentation journey from start to finish

- Creating a strong introduction
- Language of introductions
- Avoiding repetition

**Task:** Introducing yourself and your talk

### 3. Developing the body of a presentation

- Organisation and structure
- Signposting and linking ideas
- Language of sequencing

### 4. Concluding and closing

- Effective finishes
- Language of finishes

**Task:** Give a short presentation

### 5. Visuals

- Thinking about visuals
- Visual styles and colours

**Task:** Simplify complex & wordy visuals

## Day 2 (4 hours)

### 1. Visuals (cont.)

- Defining different types of charts, graphs and trends
- Describing change, degree of change, and speed of change
- Identifying location and highlighting information

**Task:** Identify various figures and describe trends

### 2. Speed and sound of spoken language

- How fast is too fast?
- 'Chunking' words

### 3. Pronunciation of difficult words

### 4. Dealing with questions

- Responding to different questions

### 5. Dealing with fear and nervousness

- Helpful body and vocal exercises before a presentation

### 6. Preparing and giving presentations

**Task:** Present presentation to peers and provide feedback

***\*Important notice: The contents of these workshops are subject to change without notice. Furthermore, the information and topics presented in these workshops take a general approach to scientific presentations and scientific writing which is common to all scientific fields. Though considerable effort has been made to reflect different areas of the sciences, it is not possible to be specific to any one particular area or field. No warranties are given as to the accuracy or completeness of the information provided. For specific information related to your area of interest, always consult your own trusted sources.***

# Scientific Writing 1 : Essentials (2 days)\*

## Day 1 (4 hours)

### 1. What is scientific writing?

- What is the format of scientific papers?
- What is the purpose of each section?
- What are the stylistic features of scientific papers?

### 2. Creating a title

- Why is it important?
- Writing an appropriate title

### 3. Writing an introduction

- Analysis of the genre
- Tense use in introductions
- Using linking words effectively
- Vocabulary and phrases for introductions

**Task:** Practice writing an introduction

### 4. Referencing and punctuation

- Rules of punctuation
- Referencing styles

### 5. Writing an abstract

- Analysis of the genre
- Summarising texts

**Task:** Write an abstract based on a recent project

## Day 2 (4 hours)

### 1. Writing the materials and methods section

- Analysis of the genre
- Using clauses of purpose and adverbs effectively

**Task:** Practice writing a materials and methods section

### 2. Writing the results section

- Analysis of the genre
- Language of sequencing

### 3. Tables and figures

- Different types of tables and figures
- Labelling tables and figures appropriately
- Language for describing trends

**Task:** Creating a description for a figure

### 4. Writing the discussion section

- Analysis of the genre
- Expressing probability, likelihood and deduction

**Task:** Practice writing a discussion section

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## Scientific Writing 2 : Improving your words (2 days)\*

***This workshop is a continuation of Scientific Writing 1: Essentials. Participants should ideally attend that workshop prior to registering for Scientific Writing 2: Improving your words.***

### Day 1 (4 hours)

#### 1. Revisiting the abstract

- Analyzing and identifying key parts
- Producing an abstract from summary information

#### 2. Analyzing language

- Removing the “clutter”
- Avoiding redundancy
- Keeping related words together

#### 3. Punctuation

- Rules for commas
- Common errors

### Day 2 (4 hours)

#### 1. Paraphrasing and plagiarism

- Analyzing how to avoid plagiarism
- Citing properly

#### 2. Avoiding negative phrases

#### 3. Exploring the genre of research grant or proposal writing

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