

UNIT

4

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At the Conference

Preview

Answer the questions. Then talk about your answers.

1. Have you ever taken part in a conference?
2. What does it take to get ready for a conference?
3. What was the most interesting or difficult part of your participation?
4. Would you like to take part in an international conference? What problems do you think you will face?

I. READING

Read and translate the text

THE CONFERENCE

The main reasons for **researchers** to **participate** in scientific conferences are the following:

- to get informed about the **state-of-the-art**;
- to present their own research, and get reactions from **peers**;
- to have their paper published in the **conference proceedings**;
- to meet others working in the same **domain**.

If you are interested to participate in the conference, you will **submit a paper** to the organizers. They will pass it on the members of the **scientific committee** and decide whether your paper can be **accepted** or not. You should get an **acceptance** or **rejection message** before a fixed deadline. With your letter of acceptance, you can ask for funding for travel, accommodation, and conference registration, all of which can be pretty expensive.

Sometimes papers can be accepted either for oral presentation, or as **posters**. At a **designated** time, you will be expected to stand near your poster in order to be able to

answer **eventual** questions about it.

If your paper/poster is accepted, you may be asked to prepare a final document version of it for publication in the conference proceedings. Proceedings are typically published as **stand-alone volumes**, though sometimes they are



turned into special **issues** of journals, or published only electronically on the web.

The conference organizers produce a detailed conference program which typically **includes** the following sections:

- **registration**: where you pay or **confirm payment** of the registration **fee**, and in return receive a badge identifying you as participant, plus documentation such as the latest program, invitations to social events, etc;



- **plenary sessions**: general opening and closing of the conference, **panel** discussions, and talks by "invited" speakers, the so-called **renowned** experts in the domain;

- **parallel sessions**: more specialized sessions with "**contributing**" speakers that take place **simultaneously** in different rooms (such sessions or "symposia" are organized by their **chairperson**, who is responsible for the focus and the selection of contributors);

- **social events**: coffee breaks, lunches, receptions, conference dinner, excursions, etc.

Typical international conferences last 3-5 days, starting around noon on the first day to give participants the time to register, and ending on the afternoon of the last day, with sometimes a half-day break in the middle for a touristic excursion. Smaller conferences (**workshops**) may not have parallel sessions, social events.

II. VOCABULARY

1. researcher [rɪ'sə:tʃə]	исследователь
2. to participate [pɑ:'tɪsɪpeɪt] It is essential for researchers to participate in scientific conferences.	участвовать Исследователям необходимо участвовать в научных конференциях.
3. state-of-the-art [steɪt əv ðe ɑ:t]	последние достижения
4. peer ['piə]	коллега, эксперт

His report got a positive reaction from peers.	Его доклад получил позитивные отзывы коллег.
5. conference proceedings ['kɒnfərəns prə'siːdɪŋz] Conference proceedings will be published very soon.	материалы конференции Материалы конференции будут опубликованы очень скоро.
6. domain [də'meɪn]	область
7. to submit a paper [səb'mɪt ə 'peɪpə] You must submit your paper to the organizers in a week.	предоставить доклад Вы должны предоставить организаторам доклад через неделю.
8. scientific committee [ˌsaɪən'tɪfɪk kə'mɪtɪ]	оргкомитет конференции
9. to accept [ək'sept]	принять
10. acceptance / rejection message [ək'septəns / rɪ'dʒekʃən 'mesɪdʒ] I got an acceptance message from the scientific committee last week.	сообщение о принятии доклада/отказе На прошлой неделе я получил сообщение о принятии доклада от оргкомитета конференции.
11. poster ['pəʊstə]	стендовый доклад
12. eventual [ɪ'ventʃuəl]	возникающий
13. designated [ˌdeziɡ'neɪtɪd] At a designated time you are expected to stand near your poster waiting for questions.	назначенный В назначенное время вы должны находиться возле стенда доклада, ожидая вопросы.
14. stand-alone volume [stænd-ə'ləʊn 'vɒljum]	сборник
15. issue ['ɪʃu] Proceedings are published as stand-alone volumes or in special issues of journals.	выпуск Материалы публикуются в сборниках или в специальных выпусках журналов.
16. to include [ɪn'kluːd] The conference program included an excursion.	включать в себя Программа конференции включала в себя экскурсию.
17. registration [ˌredʒɪs'treɪʃən]	регистрация
18. to confirm payment [kən'fəːm]	подтвердить оплату

'peimənt] You must pay or confirm payment at the registration.	Вы должны внести или подтвердить оплату при регистрации.
19. fee [fi:]	взнос
20. plenary session ['pli:nəri 'seʃən] A lot of people were present at the plenary session.	пленарное заседание На пленарном заседании присутствовало много людей.
21. panel ['pænl] discussion	общее обсуждение
22. renowned [rɪ'naʊnd] He is a renowned scientist in this field.	знаменитый Он — прославленный ученый в этой области.
23. parallel session ['pærəlel 'seʃən]	заседание секций
24. contributing [ˌkɒntri'bju:tɪŋ] Parallel sessions are more specialized sessions with many "contributing" speakers.	участвующий Заседания секций более специализированные, с множеством участвующих.
25. simultaneously [ˌsɪməl'teɪnjəsli] They answered simultaneously.	одновременно Они ответили одновременно.
26. chairperson [ˌtʃɛə'pɜːsn]	председатель
27. workshop ['wɜːkʃɒp] There were no coffee breaks during the workshop.	научно-практическая конференция Во время научно-практической конференции не было перерывов на кофе.
28. social events ['səʊʃəl ɪ'vents] The social events were very interesting and informative.	культурно-развлекательная программа Культурно-развлекательная программа была интересной и информативной.

III. READING COMPREHENSION

1. Answer the questions:

1. What are the main reasons for participating in scientific conferences?
2. What should you do first of all to participate in the conference?
3. What can you do when you get a letter of acceptance?

4. In what way are the proceedings typically published?
5. What parts does a conference normally consist of?
6. What do you do during a registration?
7. What are “invited” speakers?
8. By whom are “symposia” usually organized?
9. What is included in social events?
10. How long do most international conferences last?

2. Read the statements and say if they are true (T) or false (F). Correct the false ones.

1. You should get an acceptance or rejection message any time you wish.
2. Sometimes papers can be accepted either for oral presentation, or as posters.
3. Proceedings are always published only electronically on the web.
4. Plenary sessions are more specialized sessions with "contributing" speakers that take place simultaneously in different rooms.
5. "Invited" speakers are the so-called renowned experts in the domain.
6. Social events include coffee breaks, lunches, receptions, conference dinner and excursions.
7. Typical international conferences last quite a long time – about a month.

IV. ANALYZE

1. Complete the words or phrases using the words from the box:

social	proceedings	rejection	volumes	confirm
breaks	plenary	time	submit	committee

1. conference

2. a paper
3. scientific
4.message
5. designated
6. stand-alone
7. payment
8. events
9. coffee
10. sessions

2. Match the words with their English definitions:

1. peer	a. printed and published copy
2. deadline	b. well-known, prominent
3. include	c. symposium, forum
4. eventual	d. aid, engage
5. participate	e. companion, colleague
6. renowned	f. consist of, hold
7. issue	g. possible, consequent
8. workshop	h. time limit

3. Complete these sentences with a suitable word or phrase:

1. I want to have my paper published in the
2. You should get an acceptanceor.....before a fixed deadline.
3. You can ask for for travel, accommodation, and conference registration.
4. You must be able to answer questions about your poster.
5. You may be asked to prepare aversion for publication.
6. The conference organizers produce aconference program.
7. Plenary sessions include general of the conference.
8. Typical international conferences start around noon on the first day to give participants the time to

4. Match the words with their Russian equivalents:

1. publish electronically on the web	a. окончательный вариант
2. around noon	b. устный доклад
3. to present research	c. нагрудная карточка
4. badge	d. ответственный за тему
5. final document	e. представить исследование
6. responsible for the focus	f. разместить в интернете в электронном виде
7. oral presentation	g. около полудня

5. Paraphrase the sentences, changing the words in italics:

1. There are several reasons for *scientists who conduct research* to participate in scientific conferences.
2. I would like to get informed about the *scientific achievements* in medicine.
3. It is interesting to meet other researchers working in the same *field*.
4. With your letter of acceptance, you can ask for funding for travel and a *place to stay*.
5. At a *certain* time, you will be expected to stand near your poster and answer different questions.
6. Proceedings are typically published as *separate* volumes.
7. During the registration you must pay or *prove that you have already paid the fee*.
8. Often such sessions or "symposia" are organized by a *person who will preside at the meeting*.

V. TRANSLATE

1. Для того, чтобы стать известным ученым, нужно как можно чаще принимать участие в научных конференциях, как местных, так и международных.
.....
.....
2. Я часто встречаюсь с коллегами, работающими в той же области исследования, что и я.
.....
3. Он получил письмо с отказом в регистрации, поскольку выслал свой доклад после указанного срока.
.....
4. Руководство нашего университета старается помочь с финансированием командировок – оплачивает расходы на жилье и проезд.
.....
5. Чтобы подготовить устную презентацию, мне потребовалось три дня.
.....
6. Для получения гранта необходимо наличие не менее пяти публикаций в год.
.....
.....
7. Я столкнулся с проблемами при регистрации на симпозиум, поскольку не мог найти документ, подтверждающий оплату взноса.
.....
8. Пленарные заседания – хороший шанс познакомиться со всемирно известными учеными во многих областях науки.
.....
9. Культурно-развлекательная программа предоставляет возможность пообщаться со своими коллегами и оппонентами в неформальной обстановке.
.....
.....
10. Международная конференция длилась всего четыре дня, но программа была

очень насыщенной.
.....

VI. SPEAKING

1. Read, translate and retell the text:

PRESENTATION

In making presentations the key is preparation. You should first of all find out how much the audience know about the subject. Are they experts or do they know very little? And adjust your language so that everybody can understand. If possible, visit the room where you'll be giving the presentation beforehand and organize it precisely to your own requirements.

Once you know who you are presenting to and where, you're ready to start preparing what you're going to say. So stage one is the opening – the first few moments that can make or break the presentation. Then stage two, a brief introduction about the subject of your talk. Stage three – the main body of the presentation. And four, the conclusion, which should include a summary of your talk and your recommendations. Finally, the question and answer session.

I suggest that people memorize the opening as if they were actors. Write down the opening, record it, listen to it, and practice it again and again. If it is properly done, you'll get the audience's attention immediately, and you'll feel confident during the rest of the presentation. After that, start using your notes. To make notes write the presentation out just like essay, select key points, read the full version over and over until it's imprinted on your mind. Use small postcards but write no more than one or two key points on each.

When talking, face the audience at all times. Finally, remember that what you say is as important as how you say it. A good presentation is very much a performance.