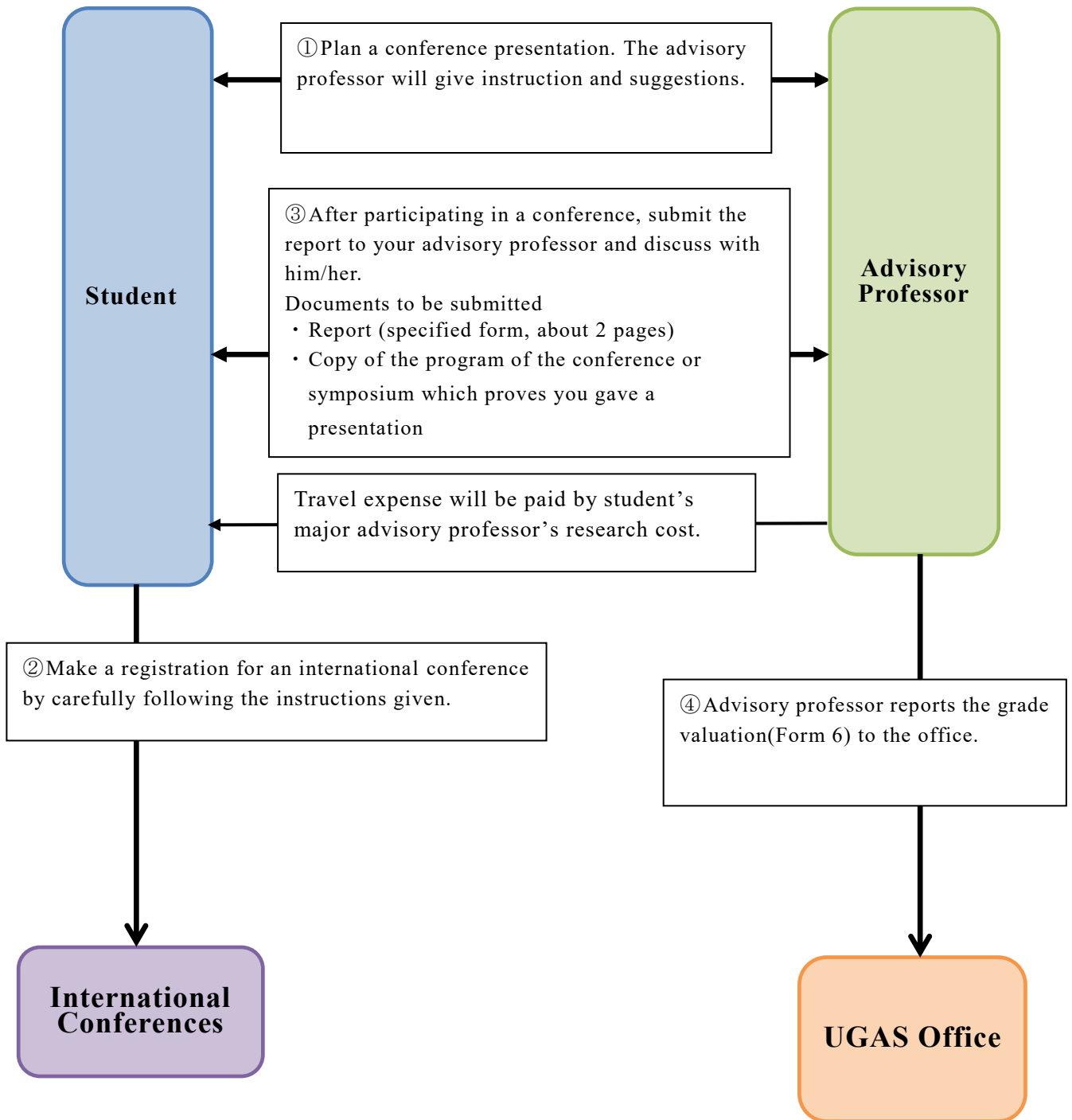


Communication for International Conferences

UGAS common course	1 Credit	Instructor HIYANE Akira
Brief description <Objectives> Students will learn the whole process of attending a conference (preparation, registration, presentation, and discussion). Presentation skills and other techniques will be advised by supervisors. <Lecture outline> The whole process of attending a conference (preparation, registration, presentation, and discussion) delivered will be regarded as a course with a credit. 1) Planning: Plan a conference presentation (both materials and delivery) and submit the plan to the major advisory professor. The professor will give instruction and suggestions. 2) Abstract: Make a registration for an international conference by carefully following the instructions given. Prepare and send in an abstract. 3) Preparation of presentation materials: Prepare proceedings, a transcript for an oral presentation, or a poster. 4) Presentation skills: Improve presentation skills through repeated practice. 5) Report: Generate a report about the experience, including critique on his/her own presentation and submit it to the major advisory professor. 6) Review: Review the whole process, including questions and answers at the Q&A session, comments received from other attendees, what should have been done to make a better presentation, and what can be done to improve skills. Discuss these issues with the major advisory professor.		
Grading Evaluation is based on the 6 items listed above.		
Special instruction - “International conference” here means international conferences, international symposiums, international meetings, and international workshops. - The conference can be held either in Japan or outside the country, but the official language should be English and the presentation must be in English. - Presentations may be either an oral presentation or a poster presentation. - Reports should include the name, venue and time of the conference, the approximate number of attendees and their home countries, the titles and speakers of the presentations especially informative, information about the presentation made by the student (questions and answers given, comments received from other attendees, etc.), specific plans to use the experience, and reviews and self-evaluation of the presentation. Write an about 2-page long report using Form 5 and submit it to the major advisory professor. - Working students: Students need to join the conferences as a student of the UGAS. - It is not permitted to support financial aid (travel expenses) and to give the credit of this course after the application for the doctoral degree. Note: Refer to page 69 for details of travel expenses.		

The flow of Communication for International Conferences



*** Note:**

- The organization name of the student at the conference must be the United Graduate School of Agricultural Sciences, Iwate University
- Students must submit a notification of temporary trip overseas before they travel abroad. The notification can be downloaded on the UGAS website.
→ <http://ugas.agr.iwate-u.ac.jp/jp/download.html>