

课程详述

COURSE SPECIFICATION

以下课程信息可能根据实际授课需要或在课程检讨之后产生变动。如对课程有任何疑问，请联系授课教师。

The course information as follows may be subject to change, either during the session because of unforeseen circumstances, or following review of the course at the end of the session. Queries about the course should be directed to the course instructor.

1.	课程名称 Course Title	地学科技论文写作和报告 Professional Writing and Presentation in Earth Sciences
2.	授课院系 Originating Department	地球与空间科学系 Department of Earth and Space Sciences
3.	课程编号 Course Code	ESS419
4.	课程学分 Credit Value	2
5.	课程类别 Course Type	专业选修课 Major Elective Courses
6.	授课学期 Semester	秋季 Fall
7.	授课语言 Teaching Language	中英双语 English & Chinese
8.	授课教师、所属学系、联系方式 (如属团队授课, 请列明其他授课教师) Instructor(s), Affiliation & Contact (For team teaching, please list all instructors)	杨迪琨, 地球与空间科学系 邮箱: yangdk@sustech.edu.cn 电话: 0755-88018695 办公室: 创园 9 栋 406B Dikun Yang, Department of Earth and Space Sciences Email: yangdk@sustech.edu.cn Tel: 0755-88018695 Office: Innovation Park #9-406B
9.	实验员/助教、所属学系、联系方式 Tutor/TA(s), Contact	待公布 To be announced
10.	选课人数限额(可不填) Maximum Enrolment (Optional)	

11. 授课方式 Delivery Method	讲授 Lectures	习题/辅导/讨论 Tutorials	实验/实习 Lab/Practical	其它(请具体注明) Other (Please specify)	总学时 Total
学时数 Credit Hours	32				32

12. 先修课程、其它学习要求 Pre-requisites or Other Academic Requirements	
13. 后续课程、其它学习规划 Courses for which this course is a pre-requisite	
14. 其它要求修读本课程的学系 Cross-listing Dept.	

教学大纲及教学日历 SYLLABUS

15. 教学目标 Course Objectives

本课程介绍地学领域科技交流的基本思路与方法，培养专业交流中的书面与口头表达能力，让学生熟悉中英文环境下论文写作、科技报告、申请书撰写、专业面试、新媒体传播等场景下的实际操作。

This course introduces the basic ideas and methods in earth science communication with an emphasis on writing and oral presentations. Students will get familiar with the practical aspects in a variety of professional scenarios, including technical writing, oral reporting, proposal writing, interviews and new media.

16. 预达学习成果 Learning Outcomes

学习完成后，学生预期会学会如下内容：

1. 了解地学科技交流的基本思路和方法；
2. 中英文科技交流范式的异同点；
3. 地学论文写作与发表的基本理论、基本流程和实务；
4. 地学专业科技报告（学术会议参会）基本方法和技巧；
5. 申请书（项目申请、升学申请、奖学金申请、职位申请）撰写基本方法和技巧；
6. 地学专业面试基本方法和技巧；
7. 新媒体传播基本方法和技巧。

Upon completing the course, students will master the following items.

1. Basic ideas and methods in earth science communication;
2. Technical communication in Chinese and English languages;
3. Theory, procedures and practice of geoscientific writing and publishing;
4. Methods and skills in geoscientific reporting (attending professional conferences);
5. Methods and skills in writing proposals and applications (project, graduate study, scholarship, job);
6. Methods and skills in interviews;
7. Methods and skills in the use of new media.

17. 课程内容及教学日历（如授课语言以英文为主，则课程内容介绍可以用英文；如团队教学或模块教学，教学日历须注明主讲人）
Course Contents (in Parts/Chapters/Sections/Weeks. Please notify name of instructor for course section(s), if this is a team teaching or module course.)

第一章：引论（2 学时）

地学科技交流基本概念；实务操作基本理念与原则；沟通技巧学习资源。

第二章：国际科技交流（2 学时）

国内和国际科技交流规范与习惯；处理科技交流中的文化差异。

第三章：地学科技写作与出版（6 学时）

撰写论文、报告、摘要、评论等书面材料的要素；理解文章的主旨范围和读者群概念；地学论文写作技巧；如何发表地学论文。

第四章：口头报告和专业会议参会（6 学时）

口头或张贴报告技巧；理解报告主旨范围和目标听众；设计具有信息量和有效性的幻灯片或海报；如何有效地参加地学专业会议。

第五章：撰写申请书（6 学时）

说服力写作的要素与技巧；撰写科研项目、职位等不同类型申请书的要素；地学领域奖学金和工作申请书的撰写。

第六章：面试（4 学时）

递交面试申请；如何准备地学领域的职位和升学面试；模拟面试联系。

第七章：新媒体（4 学时）

使用新媒体进行科技交流的要素；对地学传播有用的新媒体类型；个人使用新媒体并促进职业生涯发展的方法。

第八章：综合练习（2 学时）

以模拟地学专业会议的方式练习学到的科技交流知识和表达技巧。

Chapter 1: Introduction (2 hours)

Concepts in earth science communications; Basic ideas and principles in practice; Recourses in learning communication skills.

Chapter 2: International communication (2 hours)

Conventions of technical communications in Chinses and non-Chinese environments; Practice in dealing with cultural difference in science.

Chapter 3: Technical writing and publishing in earth sciences (6 hours)

Elements in writing an article, report, abstract and review in earth sciences; Understanding the scope of an article and

intended readership; Presentation skills in writing; How to publish a paper in earth sciences.

Chapter 4: Oral presentation and participation in professional conferences (6 hours)

Skills in giving an oral or poster presentation; Understanding the scope of a presentation and the target audience; How to design informative and effective slides and posters; How to attend a professional conference effectively.

Chapter 5: Writing proposals and applications (6 hours)

Elements in proposals/applications for grants, projects, jobs, etc.; Skills in persuasive writing; Practice in writing an application for scholarships or jobs in earth science.

Chapter 6: Interviews in earth science (4 hours)

Submission of interview applications; Preparation for an interview for a job position and graduate studies in earth sciences. Mock interview practice.

Chapter 7: New media (4 hours)

Elements in technical communication using new media; Types of new media useful for earth sciences; Personal use of new media and online presence.

Chapter 8: Integrated practice (2 hours)

Practice of the knowledge learned in the form of a mock conference.

18. **教材及其它参考资料 Textbook and Supplementary Readings**

- Grant, B. (2003): Geoscience reporting guidelines; published Victoria, BC, Canada, ISBN 0-9687693-1-4, 356 pages.
- 科技论文写作与发表教程（第八版），原作者：（美）Barbara Gastel（芭芭拉·盖斯特尔），Robert A. Day（罗伯特·戴），译者：任治刚，出版日期：2018-01-01，ISBN：9787121335235，电子工业出版社

课程评估 ASSESSMENT				
19. 评估形式 Type of Assessment	评估时间 Time	占考试总成绩百分比 % of final score	违纪处罚 Penalty	备注 Notes
出勤 Attendance				
课堂表现 Class Performance		20		
小测验 Quiz				
课程项目 Projects				
平时作业 Assignments		60		
期中考试 Mid-Term Test				
期末考试 Final Exam				
期末报告 Final Presentation		20		

其它（可根据需要
改写以上评估方
式）
Others (The
above may be
modified as
necessary)

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20. 记分方式 **GRADING SYSTEM**

- A. 十三级等级制 **Letter Grading**
 B. 二级记分制（通过/不通过） **Pass/Fail Grading**

课程审批 **REVIEW AND APPROVAL**

21. 本课程设置已经过以下责任人/委员会审议通过
This Course has been approved by the following person or committee of authority

地球与空间科学系本科教学指导委员会

