

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	统计英语写作与演讲 Statistical Writing and Communication in English
2.	授课院系 Originating Department	Department of Statistics and Data Science
3.	课程编号 Course Code	STA435
4.	课程学分 Credit Value	3
5.	课程类别 Course Type	专业选修课 Major Elective Courses
6.	授课学期 Semester	春季 Spring
7.	授课语言 Teaching Language	英文 English
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)	Gabrielle Mary JING, Department of Statistics and Data Science, SUSTech Email: gmjing@sustech.edu.cn Phone: 18820230731
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	48	0	0	0	48
12. 先修课程、其它学习要求 Pre-requisites or Other Academic Requirements	None				
13. 后续课程、其它学习规划 Courses for which this course is a pre-requisite	None				
14. 其它要求修读本课程的学系 Cross-listing Dept.	None				

教学大纲及教学日历 SYLLABUS

15. 教学目标 Course Objectives

本课程旨在提高本科生的统计与数据科学专业英语的写作，阅读，听力，口语表达及运用能力。培养学生如何阅读英文文献，撰写与交流；提高学生的交流与演讲能力以及面试能力。

This course aims to improve the writing, reading, listening, oral expression and application skills for undergraduate students in Statistics and Data Science. Cultivate students how to read English documents, write and communicate; improve students' communication and speech skills.

16. 预达学习成果 Learning Outcomes

本课程以多读多写多交流的教学方式，为学生打下稳固的专业英文写作基础，培养和提高学生的英文专业写作及交流能力。

The course offers students opportunities to practice reading, writing and presenting in scientific English. It will help undergraduate students develop a solid foundation in scientific writing in English and acquire valuable skills in using English for future research and careers in Statistics and Data Science.

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.)

Chapter 1 Introduction (2 hours)

Chapter 2. Importance of Writing and Communication (2 hours)

Chapter 3. Different styles of Writing (2 hours)

Chapter 4. Essentials of Writing (6 hours)

Chapter 5. Styles of Statistical Writing (4 hours)

Chapter 6. Common Problems of English Grammar (3 hours)

Chapter 7. Selected Readings (6 hours)

Chapter 8. Power-point Preparation (3 hours)

Chapter 9. Presentation skills (4 hours)

Chapter 10. How to prepare a report (4 hours)

Chapter 11. Learning to use LaTeX (4 hours)

Chapter 12. How to prepare personal statement (2 hours)

Chapter 13. Resume preparation (2 hours)

Chapter 14. Interview skills (4 hours)

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

I will prepare my own lecture notes.

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				
小测验 Quiz				
课程项目 Projects		30%		
平时作业 Assignments		30%		
期中考试 Mid-Term Test				

期末考试 Final Exam				
期末报告 Final Presentation		40%		
其它（可根据需要 改写以上评估方式） Others (The above may be modified as necessary)				

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

