

# 课程大纲

## COURSE SYLLABUS

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| 1.  | <b>课程代码/名称</b><br><b>Course Code/Title</b>   | <b>学术报告制作与实践</b><br><b>Prepare and Present a Scientific Presentation</b>                                 |
| 2.  | <b>课程性质</b><br><b>Compulsory/Elective</b>  | 选修<br>Elective   |
| 3.  | <b>课程学分/学时</b><br><b>Course Credit/Hours</b>   | 1 / 16   |
| 4.  | <b>授课语言</b><br><b>Teaching Language</b>  | 中文   |
| 5.  | <b>授课教师</b><br><b>Instructor(s)</b>  | 张伟   |
| 6.  | <b>是否面向本科生开放</b><br><b>Open to undergraduates or not</b>   | 否<br>No  |
| 7.  | <b>先修要求</b><br><b>Pre-requisites</b>   | (如面向本科生开放, 请注明区分内容。 If the course is open to undergraduates, please indicate the difference.)<br>无<br>No |
| 8.  | <b>教学目标</b><br><b>Course Objectives</b>  |  |
|     | (如面向本科生开放, 请注明区分内容。 If the course is open to undergraduates, please indicate the difference.)<br>1) 掌握常用的演示文稿制作工具的使用;<br>Learn usage of common tools to create presentations<br>2) 了解学术报告的基本结构和设计原则;<br>Learn the structure and design principle of presentations<br>3) 提高讲解学术报告和交流的能力<br>Improve skills of oral presentation and QA |  |
| 9.  | <b>教学方法</b><br><b>Teaching Methods</b>   |  |
|     | (如面向本科生开放, 请注明区分内容。 If the course is open to undergraduates, please indicate the difference.)<br>1) 课堂讲解 Lecture<br>2) 邀请报告 Guest lecture<br>3) 学生实践和相互点评 student presentation and comment each other  |  |
| 10. | <b>教学内容</b><br><b>Course Contents</b>  |  |
|     | (如面向本科生开放, 请注明区分内容。 If the course is open to undergraduates, please indicate the difference.)  |  |
|     | <b>Section 1</b>   | Structure and principle of a presentation, 2 hours   |
|     | <b>Section 2</b>   | Usage of common tools to make a presentation and guest lectures, 6 hours                                 |
|     | <b>Section 3</b>   | 15-minute talk practice, 4 hours   |
|     | <b>Section 4</b>   | 30-minute talk practice, 4 hours   |
| 11. | <b>课程考核</b><br><b>Course Assessment</b>  |  |

(①考核形式 Form of examination; ②.分数构成 grading policy; ③如面向本科生开放, 请注明区分内容。  
If the course is open to undergraduates, please indicate the difference.)

Form of examination: attendance and class presentation

Grading policy: course attendance 30% + class presentation 70%

**12. 教材及其它参考资料**

**Textbook and Supplementary Readings**

Papers from top journals.