The Course Description[1]

The course is designed to prepare PhD students for conference presentations, post-doctoral interviews, academic discussions and situations that a researcher may encounter.

The language of the course is English and all the participants are expected to communicate in English.

[All participants are requested to have their laptops with them during classes.]

Course Content

CV Writing & Presentation (Post-doctoral position)

a) **CV writing:** Everyone will write a CV (suitable for applying a post-doctoral position).

b) **PowerPoint presentation**: Each participant is expected to give a PowerPoint presentation about his/her research activities, and education (work experience if any) by using his/her personal CV.

Conference Presentation

a) **Conference presentation**: Each participant will bring a research paper that s/he has written or s/he is in the process of writing and

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[1] The course content can be modified according to the needs and time available.

will use the paper to create a 15-minute conference presentation using PowerPoint.

b) **Question & answer**: Each presentation will follow a 5-minute question & answer exchange.

c) **Comments on preparation & presentation**: Each participant is expected to comment and give feedback to the presenter [e.g., about the clarity/style of the presentation, structure, layout, of the PowerPoint presentation etc. (a checklist will be given to facilitate the analysis and comments)].

Research Paper Writing

a) **Abstract writing**: Each participant will write a paper abstract about the research work s/he is working on.

b) **Mini research paper writing**: If time allows the abstracts will be extended into a mini research paper of 2 pages.

Post-Doctoral Interview

a) **Post-doctoral interview**: A simulation of a post-doctoral interview will be presented with each participant (which will be followed by discussions: e.g., criteria for selection, points to improve, strong points etc. will be analyzed and discussed).