



TEACHING PRESENTATION SKILLS IN ENGLISH LESSONS

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ABSTRACT

Today, the need to teach the art of public speaking is prerequisite skills for the training of future engineers and economists. The lack of special disciplines aimed at developing presentation skills leads to the fact that the majority of university graduates are not ready to speak at scientific conferences and professional meetings. Therefore, our course "Practical English" which includes the formation of skills of communicative speech activity is the best suited for these purposes. In this article, we will share our experiences in teaching preparation skills of presentation activities of undergraduates of technical areas English lessons.

KEYWORDS: *Presentation Skills, Teaching Methods, Foreign Language, University Students, Bachelor's Degree.*

INTRODUCTION

Presentation activity is one of the types of public speaking that has become very popular in the business community. Today, it is impossible to imagine a highly qualified manager or engineer who is not able to provide business or professional information to promote their advertising products or technical ideas, as well as a scientist who does not participate in scientific conferences to present research results to a wide range of people. In this regard, teaching presentation skills becomes relevant for training specialists in higher educational institutions. Presentation has long been not only a form of transfer of lecture materials by university teachers, but is also used in various classes to control knowledge or for oral presentation of material prepared by students independently. The presentation of information by students is most often formal in nature, since there is no preliminary training in the art of presenting material in the form of a presentation, which, in the end, will adversely affect their future professional activities as an engineer, manager, teacher or scientist. One of the problems of developing presentation skills in technical universities is the lack of special disciplines for the preparation and conduct of presentations. This problem can be partially solved through the training in undergraduate which includes teaching presentation skills as one of the types of speech communication.

MATERIALS AND METHODS

Currently, we can find a large number of scientific and methodological works devoted to the classification of presentations, the analysis of their tasks and goals. A.V. Murovtseva defines the purpose of any presentation as influencing the behavior of the audience and encouraging them to act, which are beneficial to the speaker [1]. O. Yu. Popova defines based on an analysis of various literary sources, distinguishes two types of presentations: intracultural for representatives of one culture and intercultural for representatives of different cultures [2].



S. Rebrik classifies presentations from the point of view of the subject of information provision [3]: - management presentations necessary to discuss projects for the further development of companies and enterprises; - commercial and advertising presentations aimed at promoting new products and services to consumers; - scientific presentations providing information on new scientific research; - public and political presentations necessary to promote political figures or candidates of various electoral programs. Griban classifies presentations by purpose and subdivides them into educational, research, and portfolios [4]. Instructional presentations are used by teachers and educators to teach and monitor knowledge. Research presentations provide information on research and development. The portfolio provides information about an individual person in order to familiarize with his professional and personal achievements. The ways of presentations are presented have undergone a number of changes, from the chalkboard and paper posters to high-tech hardware and software. One of the most widespread and popular computer programs is Microsoft Office PowerPoint [5], which allows you to successfully demonstrate text, graphic, tabular, photo and video information, as well as creates visual support for oral presentation. In the works of L.P. Khalyapina and T.E. Dobrova [6, 7] describes the formation of communicative and technological competence, which includes the ability to apply in practice the skills of multimedia presentation of information. A number of works are devoted to the structure of the presentation [4, 8, 9].

In general, any presentation can be divided into four main parts:

- Introduction,
- Main part,
- Conclusion,
- Questions and answers.

Each part of the presentation has its own characteristics and rules for presenting information. A large number of foreign and domestic works are devoted to the issues of teaching planning and preparation of presentations and oral reports. The authors pay attention to the development of the skills to successfully convey information through presentation to the audience at the visual, auditory, verbal and non-verbal levels. And a number of teaching and learning techniques are being developed [4, 11-13] for the successful planning, preparation and presentation of the presentation. Authors pay special attention to the ability to present themselves and their material, to interest the audience and to communicate with it throughout the presentation. For example, in the work of A.Yu. Tsymbal discusses the issues of intonation features of English-language presentations for academic and educational purposes [11]. In the book by Meyers and Holt, to develop the skills of successful presentations, special tasks have been developed for working with the audience, planning presentation materials for various fields of science and technology, as well as developing intercultural oral communication skills [11].

Yu.A. Filyasova suggests teaching the skills of English-language presentation activities based on a text-based approach, which consists in using authentic texts of technical content, accumulating knowledge and preparing presentations based on them [12]. E.V. Chernysheva proposes an approach to preparing a group presentation in a foreign language in the form of a stage game, a round table, a TV show, a quiz and artistic creativity, which makes it possible to activate the skills and abilities of teamwork, communicative dialogical and monologue speech in foreign languages [14].

RESULTS AND DISCUSSIONS

The course "Practical English" in the direction of training engineers was included a section "Skills of presentation activities", which can be divided into the following stages: 1. Planning a scientific presentation. 2. Design of the main parts of the scientific presentation. 3. Speech clichés for oral presentation in English. 4. Presentation of the presentation.

Planning a presentation is the first and most important step in the job. In order for the presentation to be successful, students need to choose the right topic and reveal it fully and interestingly for a specific audience. It is best to select the topic of the presentation together with the supervisor of the undergraduate student in order to activate the professionally oriented component of teaching a foreign language and create an opportunity to use this work when defending his/her thesis or in the professional activity of a future master. To develop the skills of planning a scientific presentation among undergraduates, a special lesson in English was developed. The lesson consists of a number of exercises, performing which the undergraduate builds a plan for a future scientific project for himself in the form of the following points:

1. Statement of the main task or question of the project (to define a question).
2. Definition of a hypothesis or description of existing experience on this issue (to formal hypothesis).
3. Planning the experiment (to design an experiment).
4. Collection and analysis of the data obtained (to collect and analyze the data).
5. Description of the results (to interpret the data).
6. Conclusions on the work done (to draw conclusions).

Based on the skills acquired in the lesson, the undergraduate determines the content of the scientific presentation, which, as a rule, has the following structure:

1. Introduction.
2. The main part of the presentation (Main body).
3. Conclusion

This structure is generally accepted as it allows the audience to better understand the main ideas and provisions of a scientific project. In the introductory part of the presentation, the speaker should greet the audience, introduce himself, his project and briefly list the main tasks of the scientific project, that is, explain to the audience what will be discussed. The start of the presentation should be bright, memorable and planned in such a way as to attract the audience to the presentation and help the speaker adapt to the audience, thereby setting a successful tone for the presentation. The first page of the presentation is usually devoted to the title of the report, the presentation by the speaker of himself and his organization. It is very important to choose the right name for the scientific project. It should be short and reflect the main idea of the project in order to be understandable to the audience and at the same time to interest them from the first minutes of the presentation.

Conclusion

In conclusion, we can say that in the final part of the presentation, students will summarize the entire scientific project that had already been presented, and briefly, in thesis form, repeat the main points and achievements using the following evaluation criteria were used: - independence of work on the project; - relevance, significance and completeness of the topic; - presentation structure and slide design; - grammar and style of the English language; - answers on questions; - scientific and technical terminology; - artistry and expressiveness of performance, appearance; - the use of visual aids and technical means.



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