

# Effective Conference Preparation and Participation

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## Subclass A

**Date:** November 15, 2024 (Friday)

**Time:** 2:30 p.m. - 5:20 p.m.

**Venue:** Main Campus, HKU

## Subclass B

**Date:** November 21, 2024 (Thursday)

**Time:** 3:30 p.m. - 6:20 p.m.

**Venue:** Main Campus, HKU

## Overview

This workshop aims to provide guidance on effective writing for and participation in conferences.

Presenting at conferences is an important part of entering the academic community, and RPg students are usually encouraged to present their research work at conferences. This workshop will discuss how to find appropriate conferences, give advice on how to come up with presentation ideas and topics, explore principles in writing conference abstracts and giving great presentations, provide tips on preparing for and handling questions, and share ideas about socializing at academic conferences and making the most of the conference experiences to build students' academic career. Students will share experiences and discuss good practices for successful conference participation, write a conference abstract, and receive peer and teacher feedback.

## Learning Outcomes

By the end of the workshop, students will be able to approach their academic conferences confidently and effectively. More specifically, they will be aware of good practices and effective skills on conference abstract writing and conference preparation and participation.

## Learning Activities

This is a 3-hour workshop involving sharing and discussion in small groups and with the whole class. Students will write an abstract for a conference. Formative feedback will be given but there is no formal assessment.

## Remarks

Participants should possess a general level of proficiency in spoken English. This workshop is particularly useful for those who are planning to submit an abstract for a conference or preparing to attend a conference. Students will find it helpful to take this workshop together with the workshop *Effective Academic Speaking Skills*.

