

Communications II

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1 Presentation Skills

<http://lorien.ncl.ac.uk/ming/Dept/Tips/present/present.htm>

This website of skills for presentation is wonderful and complete. For example, it is regarded that the most important three aspects are voice, body language and appearance, however, the practice is essential. For example, On the discussion of presentation of research work, it gives some good suggestions such as the general structure, how to write the slides concise and clear.

2 Speaking Skills

<http://www.sil.org/lingualinks/LANGUAGELEARNING/OtherResources/GudlnsFrALnggAndCltrLrnngPrgrm/SpeakingSkill.htm>

This short article concentrates on the some points that a speaker should pay attention to in his speech. For me, the most important are: "pronounce the distinctive sounds of a language clearly enough so that people can distinguish them. This includes making tonal distinctions", "use the register or language variety that is appropriate to the situation and the relationship to the conversation partner" and "make the discourse hang together so that people can follow what you are saying".

3 How to make slides in $\text{\LaTeX}$

Clear and beautiful slides will help very much to the talk. $\text{\LaTeX}$ supplies the best formulas and typeset. The following open links will teach how to make slides in $\text{\LaTeX}$ instead of Powerpoint with ugly microsoft.

<http://amath.colorado.edu/documentation/LaTeX/reference/slides/>
<http://astronomy.sussex.ac.uk/~eddie/soft/tutorial.html>