<table>
<thead>
<tr>
<th>Module code</th>
<th>Module name</th>
<th>When</th>
<th>How long</th>
<th>Convenor</th>
<th>Assessment</th>
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<tbody>
<tr>
<td>EAL4660</td>
<td>Effective participation in seminars</td>
<td>Semesters 1 &amp; 2</td>
<td>5 weeks (2hrs x 5wks, offered twice a term)</td>
<td>Alan Hart</td>
<td><a href="mailto:a.g.hart@qmul.ac.uk">a.g.hart@qmul.ac.uk</a></td>
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**Aims**

To develop your communication skills for appropriate and fluent participation in academic seminars by focusing on effectively researching the assigned seminar questions, preparing your notes for a seminar and using language confidently when expressing your views.

**Outline**

The syllabus is flexible and based on your language needs, but will cover:

- Identifying key questions or issues on the given topic
- Preparing effectively by gathering, collating, synthesising and evaluating information and ideas to use as supporting evidence for your arguments
- Planning and rehearsing contributions for seminars
- Developing your skills for effective summarising and giving overviews in a discussion
- Developing the skills required for effective listening and identification of important points made by others during academic discussion
- Developing skills for responding to points by building on or refuting the issues raised
- Improving your abilities for questioning, challenging and agreeing in the appropriate language
- Raising awareness of appropriate academic style and its relationship with ‘hedging’ and other relevant language forms

**Outcomes**

By the end of the module you should have:

- Developed greater proficiency in preparing for seminar discussions
- Gained experience in identifying key questions related to the topic in question and in using different research techniques to gather information and support
- Gained familiarity with techniques of managing ‘air time’
- Practised summarising points and giving overviews of an academic discussion
- Developed greater ability to speak without too heavy a reliance on notes
- Explored ways to lead a seminar discussion and moderate questions
- Developed your ability to listen actively to others, take notes and ask pertinent questions