**Al-Farabi Kazakh National University**

**Department of Archeology, ethnology and museology**

**Educational program on the specialities:**

**“5B041900 – Museum studies and monument protection”**

**“ SW 4501** **Scientific writing”**

**“** **5B020800 - Archeology and Ethnology ”**

**“ SW 4501** **Scientific writing”**

**Practical Seminars**

**1-practical seminar. Topic. About myself.**

Try to find out more about yourself.

 Who are you? Where did you come from?

Why did you come to study to the Faculty of History?

What is your interest in your speciality?

**2-practical seminar. What is the essay?**

How do you understand an essay?

What does writing essays help us?

What types of essays do you know?

How much do you think it should be?

Please provide detailed information about the essay.

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**3-practical seminar. Writing an essay.**

Write an essay on your own.

Divide the essence into structures.

Introduction, main part and conclusion.

Write down every section that answers.

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**4-practical seminar**. **Scientific Literature and Searching the Scientific literature.**

How do you understand the scientific literature?

Make a list of scientific literature on your subject.

Draw a map to identify them.

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**5-practical seminar. Requirements to the articles**

Do you know the requirements for the article?

What types of articles will be available?

Write the requirements of the article

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**6-practical seminar. Preparing sections of the research**

Preparing sections of the research (abstract, introduction, materials and methods, results and discussion, conclusion)

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**7-practical seminar. How to do a reference?**

In what case will the reference be made?

What is its need?

What can we show by means of a link?

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**8-practical seminar. Research proposals**

How will the research work be carried out?

Develop your research paper for your graduation work.

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**9-practical seminar. letters and e-mails**

Create a contract, email, and email template.

What types are there?

 What are their features?

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**10-practical seminar., Computer skills, official e-mail letter**

Have a good computer experience?

How do you use your computer while conducting your research work?

How much do you need to do general computer work?

What kind of skills do we need to write the official e-mail letter?

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**11-practical seminar. Poster presentations**

Are you aware of presentations?

What kind of information should it present when presenting it?

What skills do people need in order to protect the presentation?

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**12-practical seminar. Parts and requirements of presentation**

What are the sections of the presentation?

What are the requirements for it?

Make your presentation on your degree work.

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**13-practical seminar. Arguments as element of writing**

Make a note of one of the chapters in your research work.

Indicate how you use arguments in your research work.

Also use it and prove why you did it.

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**14-practical seminar. Searching of materials and resources, basic and additional literature**

How should we find the materials on writing the research work?

Why do we need to divide the literature to the basic and additional?

Is it important to prepare the card of review literature?

**List of literature**

Jennifer Peat. Scientific Writing. Easy When You Know How. BMJ Books. 2002.

Janice R. Matthews and Robert T. Matthews. Successful scientific writing. Cambridge university press, 2011.

Bailey S. Academic writing. 2006.

**15-practical seminar. Review and editorial process.**

Any article or thesis is edited before editing.

Each editorial has different scientific requirements.

Please indicate your published article.

What were the requirements for it?

**List of literature**

Alley, M. (2003). The Craft of Scientific Presentations. New York: Springer.