

Last Updated: 2022 年 2 月 16 日

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1 Academic Presentation

1.1 Conference

1.1.1 Opening Remarks

1. 稍正式些:

It's great to be here with you today. 很高兴今天能来这里。

Thanks for having me today. 感谢邀请我。

2. 稍随意:

Hi everyone, good morning. 直接问候早上下午好之类的。

How's everyone doing?

Self Introduction:

1. 稍正式:

Let me briefly introduce myself. 我先简短的介绍一下我自己。

My name is () and I'm the () of (). 我叫某某, 我是某公司的某职位。

今天要说啥:

Today, I'd like to talk to you about ...

My topic today is ...

Welcome to my presentation on ...

1.1.2 Overview

(As you can see) This presentation is divided into (four) parts. 今天的展示主要分四部分。

Let me direct your attention to the screen. 请大家看大屏幕。

An overview of today's presentation.

Detailed overview:

I want to begin by/with A 按情况选介词, and then I'll move on to B, next we're talking about C, and finally we'll land on D (our conclusion)

First, I'm gonna to talk about Then ...

1.1.3 Details

Let me begin by giving you some background information about (this issue). 先给大家介绍一下背景信息吧。

To get started, let's take a look at (this chart) here. 首先咱们先看这个表。

下一个话题:

Now, I'd like to move on to the second part of the presentation.

Moving on to the next topic.

举例子:

To give you an example, let's take a look at this.

A good example of this is ...

过渡:

Next ...

Moving on to next slide/section

1.1.4 End

要结尾了

There are a few things I would like you to take away from this presentation.

Some important takeaways for today's presentation.

To conclude ...

That concludes my presentation.

That brings/brought us to the end of my presentation.

I'll conclude with ...

Q&A Time!

That's all for today's presentation. I'm happy to answer any questions.

Does anyone has any questions or comments? 大家有问题或有什么要说的吗?

Pass the baton 把接力棒给下一人

If there are no further questions at this point, I'd like to give the stage to my coworker/teammate Amy. 如果没什么问题了, 有请我的同事 Amy 来为大家做下面的讲解。

没有别的同事、队友了: That's it from me, thank you for your attention.

1.1.5 Transition Words

pay attention to the transition words of others

1.1.6 Motto

The only way you can build confidence in presentation is through practice.

1.2 Weekly Meeting

2 Campus

To learn even more Mathematics, read [\[Neu99\]](#).

References

- [Neu99] Jürgen Neukirch. *Algebraic Number Theory (Schappacher, N., trans.)* New York: Springer-Verlag, 1999.