**ANNOTATION**

**of a syllabus for**

**PROFESSIONAL AND ACADEMIC COMMUNICATION IN COMPUTER SCIENCE**

1. **Total labor intensity** *(in Credit Units) – 12 ECTS*
2. **Course sequencing**

The academic discipline **"Professional and academic communication in computer science"** belongs to the module of mandatory professional disciplines of the educational program. In accordance with the curriculum, the discipline is studied in the first, second and third semesters.

This discipline is based on the basic knowledge, skills and abilities that are formed when receiving a previous level of education, including the "Foreign language" disciplines studied in a bachelor's or specialist's degree.

The knowledge, skills and abilities developed by the academic discipline **"Professional and academic communication in computer science"** will be required to master the following elements of the educational program: “Research methodology”, "Research project", “Work placement and Pre-graduation internship".

1. **Course aims**

- to create a deep understanding of the principles of professional and academic business communication in foreign languages in the scientific community;

- to develop skills in translating scientific texts from foreign languages to Russian and back, as well as principles for analyzing and annotating scientific texts in foreign languages;

– to gain a deeper insight into the structure and features of writing academic writing in English, including stylistic, genre, language and grammatical features

- to develop skills in writing scientific papers in foreign languages in accordance with the norms of academic writing, as well as standards, norms and rules adopted in the professional sphere.

The purpose of the discipline is to develop the knowledge and skills necessary for undergraduates to carry out academic and professional communication in foreign languages, cross-cultural interaction, as well as to present the results of scientific activities in the form of analytical reviews in accordance with the rules established in the professional sphere.

1. **Course contents**

**Theme № 1. Grammar basics of Academic writing**

Learning the active vocabulary of the module. Word order, choosing the most relevant subject and putting it at the beginning of the sentence. Breaking up long sentences. Link words. Structuring paragraphs and sentences. Tenses review, passive voice, articles, propositions, pronouns, adjectives, adverbs, verb forms, phrasal verbs, sentence structure, relative pronouns.

Performing lexical and grammatical exercises. Translation of scientific articles from a foreign language into Russian.

**Theme № 2. Basics of Academic writing**

Learning the active vocabulary of the module. Performing lexical and grammatical exercises. Translation of scientific articles from a foreign language into Russian.

Features of academic writing (academic style, critical writing, referencing, developing paragraphs, writing plans). Research planning. Choosing an appropriate journal to publish a research paper. Analysis in research papers. Choosing a paper as a model. The correct order to write the various sections.

Academic vocabulary. Vocabulary and academic style. Noun phrases. Nouns referring to ideas and phenomena, ways of thinking, processes and activities. Verbs for structuring academic assignments. Adjectives and typical combinations with nouns in academic texts.

Development of academic writing skills in accordance with research areas of master students.

**Theme №****3. Specific grammar of Academic writing**

Learning the active vocabulary of the module. Theory of translation, punctuation for academic writing. Performing lexical and grammatical exercises. Translation of scientific articles from a foreign language into Russian.

Structure of a paper. Grammar used in Introduction, Literature review, Methods, Conclusion, Discussion Sections. Generating titles. Problems of string of nouns in titles. Making titles concise. Genres of academic writing. Learning outcomes. Basic structures. Types of academic writing.

Word combinations in academic texts. At academic institutions. Vocabulary: applications forms, academic courses, online learning. Facts, evidence, data, numbers, graphs and diagrams, time, cause and effect.

**Theme № 4. Academic style**

Learning the active vocabulary of the module. Specific analysis. Structured research articles abstracts. Tips for writing research article abstracts. Conference abstracts. Writing introductions, overall shape of an introduction. Tips for writing different kinds of introductions (introduction to course paper, book reviews, journal article, book chapters, research reports, proposals).

Performing lexical and grammatical exercises. Development of academic writing skills in accordance with research areas of master students. Writing CVs. Formal letters and e-mails. Structuring the content of an e-mail. Planning an e-mail. Formal greetings. Regrets and replies. Academic correspondence styles. Statements of purpose, personal statements.

**Theme №****5. Professional communication**

Learning the active vocabulary of the module. Performing lexical and grammatical exercises. Aspects of spoken English and professional communication. Interviewing and advising. Negotiation. Chairing a formal meeting. Telephoning. Finding the voice in the academic community (communicating with advisors and committee members, co-authors, requests, reminders, writing apologies, grant applications, letters, fellowship application).

Preparing presentations in English. Writing and editing the text of the slides. Outline and transitions. Writing a speech. Methodology and results discussion. Conclusions. Questions and answers. Useful phrases. Pronunciation and intonation.

Translation theory: what to avoid. Avoiding Ambiguity and Vagueness. Which/who vs. that. Which/that and who. Uncountable nouns. Pronouns. Referring backwards: the former, the latter. False friends. Terms, definitions, references. definitions. Introduce mathematical clichés.

**Theme № 6. Preparing a research article**

Learning the active vocabulary of the module.Academic vocabulary: talking about ideas. Reporting verbs and nouns. Analysis of results. Points of view. Degrees of certainty. Presenting an argument. Describing research methods. Classifying. Making connections. Comparing and contrasting. Evaluation and emphasis. Summary and conclusion.

Useful phrases in Introduction, Literature review, Methods, Conclusion, Discussion. Writing a research paper. Supporting the publication process. Manuscript submission, responding to reviewers and editors, writing acknowledgments.

1. **List of intended learning outcomes correlated with competence**

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| **Competence** | **Indicators** | **Learning outcomes** |
| UC-4. Able to apply modern communication technologies, including in a foreign language (s), for academic and professional interaction | UC-4.1 Uses information and communication technologies for academic and professional interaction | **Knowledge:**  information and communication technologies for professional interaction  **Abilities:**  carry out business communication through information and communication technologies  **Skills:**  professional communication in an academic circle in foreign languages |
| UC-4.2 Carries out business communication in Russian and foreign languages | **Knowledge:**  professional vocabulary in foreign languages in the field of information technology and scientific interests of the undergraduate  **Abilities:**  carry out professional and academic communication in foreign languages in the scientific environment, including effectively interacting with colleagues, members of the conference program committee, co-authors, publishers, etc.  **Skills:**  effective communication in oral and written forms in foreign languages to solve the problems of professional activities of undergraduates. |
| UC-5. Able to analyze and consider the diversity of cultures in the process of intercultural interaction | UC-5.1 Analyzes the diversity of cultures and their influence on the processes of interaction in the academic and professional environment | **Knowledge:**  - features of cross-cultural communication.  - norms and rules of interpersonal interaction, taking into account cultural and ethnic characteristics.  **Abilities:**  consider the cultural characteristics of colleagues and members of the professional community  **Skills:**  effective communication and interaction, considering the cultural characteristics of colleagues and members of the professional community |
| UC-5.2. Considers cultural diversity in social interaction | **Knowledge:**  rules and regulations of professional communication  **Abilities:**  use modern technologies of effective business communications to build intercultural interaction  **Skills:**  communication considering the cultural characteristics of colleagues and members of the professional community |
| GPC-2. Able to structure and present the results of project and research activities, including in the form of analytical reviews with substantiated conclusions and recommendations | GPC-2.1. Analyzes and structures the results of research and development activities | **Knowledge:**  ways of analyzing scientific works in foreign languages  **Abilities:**  **-** translate and analyze scientific texts in the specialty in foreign languages;  - find the necessary information in professional and scientific texts in foreign languages;  - to express their thoughts in oral and written forms, a brief content of scientific texts.  **Skills:**  - annotation of scientific texts in foreign languages by specialty.  - writing papers in foreign languages in accordance with the norms of academic writing. |
|  | GPC-2.2. Presents the results of research and design activities in accordance with the standards, norms and rules adopted in the professional field | **Knowledge:**  international standards, norms and rules adopted in the professional sphere for the presentation of the results of research and project activities  **Abilities:**  formalize the results of research activities in foreign languages in accordance with the standards, norms and rules  **Skills:**  writing scientific articles in foreign languages in accordance with the standards, norms and rules adopted in the professional field |

1. **Additional useful information**

The educational process is based on the blended learning model, which helps to effectively combine traditional forms of education and new technologies.

The specificity of the discipline determines the need for a wider use of new educational technologies along with traditional teaching methods, including active and interactive forms of education, such as case studies, collective activity technologies, discussions, work on scientific papers, writing formal letters and other documents, testing technologies that are used to control the level of mastering lexical and grammatical knowledge within the module, the level of formation of reading and listening skills at a certain stage of training, etc. In this case, classes using interactive forms account for at least 75% of all auditorium classes. Also, e-learning technologies and distance educational technologies are actively used. Practical classes and other forms of contact work between students and the teacher can be conducted using the platforms Microsoft Teams, Cisco, Moodle (BigBlueButton), etc., which allows for online and offline interaction between the teacher and the students within the discipline.

The main methods of current control are electronic recording and monitoring of students' educational achievements (using the service of the point-rating system; maintaining an electronic journal of progress, conducting electronic testing and using other controls using the e-learning system).

**Summative Assessment method:** 1,2,3 semesters – differentiated credit.