

英語が超苦手でも大丈夫

英語講演・プレゼン 準備のコツ

理学研究科国際教育室
鈴木あるの

オススメの準備手順

1. スライドショーを作成
2. 各スライドに説明の原稿を書く
3. 読み上げソフトでイントネーションを確認
4. 自分で読み上げ時間をチェック→修正
5. 自分で読み上げて録音
6. 自分の録音を聞いて反省→修正・練習

わかりやすい英語を目指して

- 講演の1文は1行以内、論文でも3行以内
- 副詞・形容詞は原則禁止、接続詞は最小限に
- 文章はシンプルに、語彙(類義語)は豊富に
- スライドは箇条書き、口頭説明のみ文章で
- 大事なのはイントネーション(アクセント)、
発音は気にしない
→読み上げソフトを活用

The last eight years haven't worked very well, have they?
I'll make the next four better.
Your savings, your job, and your financial security are under siege.
Washington is making it worse,
bankrupting us with their spending,
telling us paying higher taxes is patriotic,
and saying we need to spread the wealth around?
They refuse common sense solutions for energy independence.
So, every day we send billions to the Middle East.
We need a new direction and I have a plan.
Your savings - we'll rebuild them.
Your investments - they'll grow again.
Energy - we'll drill here.
And we'll create a renewable energy economy.
Lower taxes and less spending will protect your job
and create new ones.
That will restore our country.
Stand up with me.
Let's fight for America.
I'm John McCain and I approve this message.

2008年米大統領選挙の政見CM

People, we ran a positive Campaign.
We campaigned on the issue.
And the issue is change.
Change for the future.
And people have spoken!
Ask not what your country can do for you.
You have nothing to fear but fear itself.
If you can't stand the heat,
get out of the kitchen.
Live free or die.
And in conclusion, read my lips!

コメディ映画 'ホワイトハウス狂想曲' (1981)より

学術英語の文章作法

- I heard that ..., It is said that ...は説得力無し
→具体的なデータ、根拠、出典・引用元を示す
- 文章中には省略形は禁止
e.g. can't don't We're It's isn't ...etc.
- 文章中でも口頭でも口語表現や俗語は禁止
e.g. I wanna It ain't We're hip about...
- 形容詞や副詞を書きたくなったら自戒
e.g. The status changed rapidly → 数値で!

副詞・接続詞の乱用例

- We found the fact A.
Moreover, we found the fact B.
- We found the fact A
In addition, we found the fact B.
- We tried the same experiment again.
Surprisingly, the new reaction occurred.
- We succeeded in our experiment.
In other words, we proved our hypothesis.
- I like traveling abroad.
Actually, I went to Australia last summer.

類義語のススメ

We
京大生
are ...
「かしこい」

smart	competent
wise	apt
clever	able
quick	capable
witty	talented
<u>intelligent</u>	gifted
<u>intellectual</u>	<u>brilliant</u>
<u>educated</u>	<u>bright</u>
knowledgeable	sharp
skilled	genius

見やすいスライドを目指して

素人でもできる
無難レイアウト

Graphic Layout for Dummies
日本語でも英語でも原則は同じです

発表スライドの原則

※使用例: MS Powerpoint

- 表紙に題名と発表者氏名を記す
- フォントは、タイトル44pt. 本文28pt. 注釈18pt. 以上
- 全てのページのデザイン・レイアウトを統一する
- テキストも図版も必ずどこか1方向に揃える
- 本文は箇条書きの**短い**一行文で構成
We understand your effort to have made it one line, however a 'shorter' line would be preferable (14pt).
- 文章や言葉の切れ目で改行し1文字残りを作らない
↑ Orphan
- ファイル形式や提出方法は学会の指示を守る

ページレイアウトのコツ

- 同じ立場の文字は同じ大きさ
- 違う立場の文字には明確な差
- グループ(仲間)を明確に
- グループごとに余白で囲む
- 余白の形にも気を配る
- フォントも色も3種類まで
- 図版の大きさも「統一or明らかな差」

余白

差

*微妙な違いはダメ

揃える

図版レイアウト

すべての意図が見えるように

図や文字の大きさ
聞き手に伝えるため、
明らかな差をつけること

今時こういう方はいないとは思いますが・・・

**必要コンテンツ以外の要素は
すべて排除してください**

写真の撮り方の原則

小さな物体の場合
見せたいものを真中に

大きな風景の場合
三分構図の原則

最後にオマケ

苦痛にならない 英語勉強法

お金もかからない:D

オススメ英語勉強法

- 自分の興味のある分野を教材に ×CNN
- 一段階下のレベルの講義を英語で聴く
- 既に内容がわかっている英語を読む・聴く
- 字幕を読んで速読力とリスニングを鍛える
- 英作文は、SNSやメールで鍛える ×日記
- 会話は日々の独り言から
- 英会話ランチ倶楽部へ！

@理学部6号館北棟1階化学ラウンジ、学期中の火・木昼休み、出入り自由

A helicopter was flying around above Seattle when an electrical malfunction disabled all of the aircraft's electronic navigation and communications equipment.

Help!

Due to the clouds and haze, the pilot could not determine the helicopter's position. The pilot saw a tall building, flew toward it, circled, and held up a handwritten sign that said "WHERE AM I?" in large letters.

People in the tall building quickly responded to the aircraft, drew a large sign, and held it in a building window. Their sign said "YOU ARE IN A HELICOPTER."

The pilot smiled, waved, looked at his map, determined the course to steer to the airport, and landed safely.

After they were on the ground, the copilot asked the pilot how he had done it. "I knew it had to be the Microsoft Building, because they gave me a technically correct but completely useless answer."

Fast Reading Exercise

A stupid person is climbing up a chain-link fence. Why?

To see the other side!

A stupid person is so proud of having finished a 30-piece jigsaw puzzle in 2 months. Why?

'The box says 2 to 4 years!'

How many Japanese tourists does it take to change a light bulb?

Forty.
One to change the bulb and thirty nine to take photographs of the event!

Thank you for listening!
Questions? Email arno@sci.kyoto-u.ac.jp