

Preparation for the course

Dear Students,

please use the meantime in this semester to prepare our course by reading the literature and by answering the questions below.

Best regards



Prof. Dr. Marco Becker

Schedule

No.	Date	Time	Content
1.	13.01.2023	09:00 – 16:00	Scientific writing
2.	14.02.2023	09:00 – 16:00	Scientific writing
3.	15.02.2023	09:00 – 16:00	Project management
4.	16.02.2023	09:00 – 16:00	Project management
5.	17.02.2023	09:00 – 16:00	Oral presentations

All sessions are held in PRESENCE in room 12.81.

Further information can be found in the EMIL room for this seminar.

Literature

Please prepare this course by reading the following literature in advance.

Jean-Luc Lebrun – Scientific Writing: The Reader's and Writer's Guide 2.0
ISBN: 978-9814350600

Ethel Schuster, Haim Levkowitz, Osvaldo N. Oliveira – Writing Scientific Papers in English Successfully:
Your Complete Roadmap
ISBN: 978-8588533974

Juana Clark Craig – Project Management Lite: Just Enough to Get the Job Done...Nothing More
ISBN: 978-1478129226

Questions

Please prepare written answers to the following questions (maximum of 3 pages) and hand it in as a PDF-Document via the EMIL-Room on Monday 9.00 (Deadline).

These answers will be the starting point in the first lesson of this course.

1. What are the main steps of handling a project?
2. What are the key factors for a successful project?
3. Why is it important to keep a project as simple as possible, but not simpler?