



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
DECS Complex Morales Avenue
Pasig City Philippines



*Sama-Sama
sa DECS*

*Tanggapan ng Kalihim
Office of the Secretary*

April 12, 2000

DECS MEMORANDUM
No 184, s 2000

INTERNATIONAL SEMINAR ON "LANGUAGE FOR SPECIFIC PURPOSES
TUNING TO THE NEW MILLENNIUM"

To Bureau Directors
Regional Directors
Schools Division/City Superintendents

1 The Philippine Embassy in Malaysia announces the 3rd biennial international seminar on Language for Specific Purposes Tuning in to the New Millennium" which will be held on November 14-16 2000 in Eden Garden Hotel Johor Bahru Malaysia

2 The seminar will provide the participants an opportunity for an exchange of experience and expertise and discuss future directions on research teaching and development in Language for Specific Purposes (LSP) as it plays a vital role in equipping the workforce with relevant communicative skills to ensure effective communication Topics include approaches methodology and LSP-related research creative and innovative methodology curricula and design materials training and retraining of practitioners information technology among others

3 The seminar is open to academicians educators, government personnel, professionals and industrialists The guidelines for paper presentations are cited in the enclosure Please be guided by the seminar fee and room rates For further information all concerned may get in touch with the Director LSP 2000 Department of Modern Languages, Faculty of Management and Human Resource Development, Universiti Teknologi Malaysia 81310 UTM Skudai Johor Johor Darul Takzim Malaysia

4 DECS personnel will be allowed to attend on official time only The registration and proposal forms are also enclosed

5 Immediate and wide dissemination of this Memorandum is desired

Andrew Gonzalez
ANDREW GONZALEZ, FSC
Secretary

Encls As stated
Reference None
Allotment. 1—(D O 50-97)
To be indicated in the Perpetual Index
under the following subjects

Learning Area LANGUAGE SEMINARS

Language for Specific Purposes (LSP) plays a vital role in equipping the present and future workforce with relevant communicative skills to ensure effective communication. With the increasing interest in training students and professionals in the various academic and professional settings, the Department of Modern Languages of Universiti Teknologi Malaysia is organising a seminar to bring together academicians, educationists, trainers and professionals to exchange views and insights on current practices and future directions in research, teaching and applications in LSP.

Language for Specific Purposes Tuning In To the New Millennium

Venue The Eden Garden Hotel Johor Bahru Johor Malaysia

Date 14 to 16 November 2000

To provide a platform for academicians, educationists, government personnel, professionals and industrialists to exchange views and experience on research, teaching and developments in LSP.

- 1 To encourage exchange of ideas and expertise among planners, researchers, administrators, educationists and academicians in LSP in the public and private sectors, emphasising on effective communication as an important aspect of national development and international interaction.
- 2 To investigate developments in curricular design, material production and course evaluation in LSP to meet academic and professional needs.
- 3 To investigate developments in LSP methodology and to seek effective approaches to meet public/private sector demands.

- 4 To explore future directions and developments in LSP.

Paper workshop poster and demonstration sessions may relate to the following broad areas within the theme of the seminar:

- 1 Shifts in approaches, methodology and LSP related research.
- 2 Creative and innovative methodology.
- 3 Curricular and material design innovations.
- 4 Meeting learners' needs and user organisations' expectations.
- 5 Training and re-training of practitioners.
- 6 New trends in language education.
- 7 Information technology in LSP.
- 8 Training institution and private/public sector collaboration.

Plenary

These are lecture presentations which describe and discuss topics based either on research or theoretical observations. The research can either be ongoing or completed. The presentation time allotted is as follows:

plenary 40 minutes presentation + 10 minutes question and answer
parallel 30 minutes presentation + 10 minutes question and answer

The abstract submitted should contain a summarized version of all parts of the paper. The seminar committee reserves the right to assign the paper to a plenary or parallel session.

Posters

These are presentations of projects/research or theoretical observations through a series of self-explanatory visual displays. The research or project can either be ongoing or completed. The presenter is required to be at the display booth for 40 minutes at a time allotted to him/her. The ideal poster is designed to attract attention, provide a brief overview of the work and results, and initiate discussion. The

abstract should contain a summary of the posters

Demonstrations

These are activities in which the presenter makes an active presentation of particular techniques/methods or demonstrates any effective technique/method that works. The statement of the theory underlying the technique should be presented briefly with the major part of the demonstration used for showing rather than describing or discussing. The duration for each demonstration is 40 minutes including questions and comments from the audience. The abstract should contain a brief statement of the purpose of the demonstration and a description of what will be demonstrated and how it will be done.

Workshops

These are sessions in which participants are engaged in activities which have been carefully structured by the workshop leader(s). There is very little lecturing by the leader(s). Instead they are involved in helping participants in the activities outlined. The duration for each workshop is 90 minutes including ongoing discussions. The abstract should contain a statement of the workshop's goal, a summary of the theoretical framework and a precise description of the tasks to be performed during the workshop.

All presentations will be conducted in English. If examples and illustrations have to be given in a language other than English, presenters should provide full or partial translations in English.

- 1 The paper offered for this conference must not have been presented at any other conference/seminar.
- 2 The conceptual content of the selected paper to be presented must not be changed substantially after the proposal has been accepted.
- 3 Paper presenters will be notified of the acceptance of their paper by 30 May 2000.
- 4 Paper presenters are responsible for providing handouts they will use during their presentation. The number of copies will be specified later.

- 5 When there are two presenters for a paper, the person designated on the proposal form will be the one to whom all correspondences will be sent. It is this person's responsibility to notify the co-presenters about the status of the proposal.
- 6 All presenters must register for the conference and pay the registration fee.
- 7 If due to unforeseen circumstances a presenter cannot be present for his/her presentation, it is the responsibility of the presenter to find a reader for the paper. The reader must register for the conference if the registration fee for the original presenter has not been paid.

Abstracts to be submitted should be relevant to the conference theme and objectives. Abstracts of papers describing ongoing or completed research projects should contain the research purpose, methodology, results, conclusions, and implications. Abstracts of papers discussing theories, concepts, and ideologies related to LSP and language learning/teaching should contain the purpose, theoretical framework, and implications. Abstracts of workshops or demonstrations should contain a brief discussion of the purpose and activities of the session. Abstracts of poster presentations should contain a summary of the posters.

Relevance to the theme and originality of approach are among the major considerations in the acceptance of papers. The committee reserves the right to decline paper/workshop/poster/demonstration proposals without providing reasons.

A 250 word abstract and a 50-word biodata for each presenter should be sent to the Secretariat no later than 31 March 2000. The abstract may be submitted through electronic mail (e-mail) or ordinary mail.

The full text of paper/demonstration/workshop selected for the seminar should be sent to the given address no later than 30 September 2000. If the paper is not received by this date

the committee reserves the right to withdraw it from presentation

Paper presenters will be informed by 30 May 2000 if their proposals have been accepted

COPYRIGHT/PUBLICATION

Universiti Teknologi Malaysia reserves the copyright over all papers presented at the seminar. Selected papers will be published in the *ESP Malaysia* journal

PRESENTATION

The registration fees for the seminar which cover seminar sessions, daily luncheons and refreshments are as follows:

PRESENTERS	PARTICIPANTS
RM350.00/USD130.00	RM400.00/USD150.00

Cheques/money order/bank drafts for the registration fee should be made payable to **Bendahari Universiti Teknologi Malaysia** and sent together with the registration forms to the organiser.

Please address all communications to:

THE DIRECTOR LSP2000
Department of Modern Languages
Faculty of Management and Human Resource Development
Universiti Teknologi Malaysia
81310 UTM Skudai Johor
Johor Darul Takzim
MALAYSIA

Tel (607) 5503304 5503228 5503305
Fax (607) 5566911
e mail LSP2000@mail.FPPSM.UTM.MY

IMPORTANT DATES

Deadline for submission of abstracts	31 March 2000
Notification of acceptance of proposals	30 May 2000
Deadline for submission of full paper	30 September 2000
Seminar dates	14, 15 & 16 November 2000

REGISTRATION FORM

**THIRD INTERNATIONAL SEMINAR
LANGUAGE FOR SPECIFIC PURPOSES TUNING IN TO THE NEW MILLENIUM
14-16 November 2000
Eden Garden Hotel, Johor Bahru, Malaysia**

() I wish to present a paper/workshop/demonstration at the seminar and have enclosed an abstract

Title _____

(Please complete the proposal form attached)

() I wish to attend the seminar as a participant

Name _____

Institution _____

Postal Address _____

Country _____ E mail _____

Telephone _____ Fax _____

I am enclosing a postal order/bank draft No _____ for RM/US _____

(please make payments payable to **BENDAHARI UNIVERSITI TEKNOLOGI MALAYSIA**)

PROPOSAL FORM

**THIRD INTERNATIONAL SEMINAR
LANGUAGE FOR SPECIFIC PURPOSES TUNING IN TO THE NEW MILLENIUM
14 - 16 November 2000
Eden Garden Hotel, Johor Bahru, Malaysia**

Name & Title	_____
Institutional Affiliation	_____
Postal Address	_____ _____ _____
Telephone No	_____
Fax No	_____
E-mail Address	_____
Co-presenters (in the order in which they should be listed)	
<u>Name & Title</u>	<u>Institutional Affiliation</u>
1	_____
2	_____
3	_____
Biographical Statement	

Title of Presentation _____				
Type of Presentation (tick the relevant box)	Paper	Workshop	Demonstration	Poster
Max number of participants for your presentation (for workshops, demonstrations and posters only)				
Equipment needed				
Please note All rooms will have OHPs whiteboards and markers The cost of renting any other equipment will have to be borne by the presenters				
Abstract (not more than 250 words)				