

# Report of the 2nd Workshop

**Workshops on Scientific Paper Writing and  
Scientific Presentation  
18-21 November 2013  
Kochi, Kerala, India**



**REPORT SUBMITTED BY THE MARINE BIOLOGICAL ASSOCIATION OF INDIA  
[www.mbai.org.in](http://www.mbai.org.in)**

## Background

The Bay of Bengal Large Marine Ecosystem (BOBLME) Project and the Marine Biological Association of India (MBAI) recognized the importance of science communication and offered a workshop programme on Communicating Science Effectively. The Programme comprised of two 4 day workshops: the first on scientific paper writing (14-17 October 2013) and the second on scientific presentation (18-21 November, 2013). These workshops were designed exclusively for fishery researchers from India seeking to improve their delivery of scientific and technical information/advice, and to be better equipped with the skills needed to communicate their work clearly and confidently to a wide range of audiences.

This document contains the report of activities and financial statement of the 2nd Workshop and a consolidated (1<sup>st</sup> and 2<sup>nd</sup> workshop) financial statement. Detailed report with feedback analysis will be submitted by Dr. Peter Rothilsberg.

### Researchers who attended the 2<sup>nd</sup> workshop

*[All participants of the 1<sup>st</sup> workshop attended the 2<sup>nd</sup> too]*

Sl. No.	Name	Institution	Location	Email
1	Mr. Shardul S. Gangan	Konkan Krishi Vidyapeeth	Maharashtra	<a href="mailto:shardul76@rediffmail.com">shardul76@rediffmail.com</a>
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3	Mr. L. Ranjith	CMFRI	Tuticorin	<a href="mailto:ranjith_bfsc@yahoo.co.in">ranjith_bfsc@yahoo.co.in</a>
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20	Smt. Preetha G. Nair	CMFRI	Kochi	<a href="mailto:preethagnair@yahoo.in">preethagnair@yahoo.in</a>

### Activities during the 2<sup>nd</sup> workshop

The 2<sup>nd</sup> workshop was held at **Hotel Beaumonde - The Fern, An Ecotel Hotel**, Vivekananda Lane, Near MG Road, Cochin - 682016 (<http://www.beaumontdefernhotel.com/>). On Day 1 after registration, participants were introduced to the 2<sup>nd</sup> workshop by Dr. Peter Rothilsberg, CSIRO, Australia after a quick recap on the 1<sup>st</sup> workshop. He was assisted by the following facilitators:

1. Dr. E. Vivekanandan, India
2. Dr. Sevvandi Jayakodi, Srilanka
3. Dr. W.M.H.K. Wijenayeke, Srilanka
4. Dr. S. Ajmal Khan, India
5. Dr. V. Kripa, India
6. Dr. K. Sunil Mohamed, India

The Agenda of the 2<sup>nd</sup> Workshop was as follows:

#### Day 1 (18 November 2013) – Define and organize the story

8.30am Set up workstations and coffee/tea

9.00 am **Welcome and Introduction (PR)**

09.30 am **Concept planning – Define the Audience and the Story (PR)**

10.00am Individual work on Concept Plan – review by Buddy and Facilitator

11.00 Presentations of 2 minute drill/pitch

*12.15 lunch*

1.15pm **Organise the story – Outlines and Storyboards (PR)**

1.45 pm Individual work on Outlines and Storyboards

4.00 pm Review of Concept Plan, Outline, Storyboard – Buddy & Facilitator

4.30 pm Revision Outline and Storyboard

5.30 pm Finish

**Day 2 (19 November 2013) – Build the presentation**

8.30 am Qualities of good and bad presentations (PR)

9.00 am Presentation principles (1) (PR)

10.30 am Use of figures and tables (PR)

11.00 am Presentation principles (2) (PR)

*12.15 Lunch*

1.00 pm Individual work on presentation

3 pm Review of presentation structure – Buddy and Mentor

3.30 pm Revision following review

5.30 pm finish

**Day 3 (20 November 2013) – Deliver the presentation + Making Posters**

8.30 am Individual presentations with peer and facilitator feedback

10.30 am Revision of presentations

*12.15 Lunch*

1.00 pm Individual presentations with peer and facilitator feedback

3.00 Revision of presentations

4.00 **Making Posters (PR)**

5.00 pm finish

7.00 pm Participants Dinner with MBAI executive council

**Day 4 (21 November 2013) – Deliver the presentation + Dealing with the Media**

8.30 am Individual presentations with peer and facilitator feedback

10.30 am Revision of presentations

*12.15 Lunch*

1.00 pm Individual presentations with peer and facilitator feedback

3.00 Revision of presentations

3.30 Dealing with the media (PR)

4.45 pm Workshop appraisal and feedback

5.00 pm Certificate distribution & finish

### Video Playback

All five minute presentations by participants were video recorded and played back to them in order to assess critically their performance by peers, facilitator and mentors. A file copy of the video recording was made available to the participants for playback and further improvement.

### Brief photogallery of 2<sup>nd</sup> workshop



## Financial Statement

Amount in Indian Rupees/ Received and Spent

<b>WORKSHOP NO.1</b>		<b>Allocated/Received</b>			<b>Actual/ Spent</b>	
<b>Sl. No.</b>	<b>Item</b>	<b>No. of Units</b>	<b>Cost per Unit</b>	<b>Total</b>	<b>Unit used</b>	<b>Expenditure</b>
1	Travel for 20 Indian participants +2 Indian experts	22*1	7000	154000	Person*12	87178
2	Accommodation for 20 participants+ 2 Indian experts (from outside Kochi)	22*1*5	3500	385000	Person*12	203000
3	Food	30*4	500	60000	30*4	60950
4	Local Transport	5*1	6000	30000	all days	29400
6	Honorarium for Indian experts	3*4*1	3000	36000	3*4*1	36000
7	Coordination, secretariat helpers	5*1	6000	30000	*2	7000
8	Stationary and Printing	1	25,000	25000	Workshop	21179
9	Miscellaneous	1	24,000	24000	Workshop	18900
	<b>Total amount received (FAO)</b>			<b>744,000</b>		<b>463,607</b>
	<b>Balance</b>					<b>280,393</b>
<b>WORKSHOP NO.2</b>		<b>Allocated/Received</b>			<b>Actual/ Spent</b>	
<b>Sl. No.</b>	<b>Item</b>	<b>No. of Units</b>	<b>Cost per Unit</b>	<b>Total</b>	<b>Unit used</b>	<b>Expenditure</b>
1	Travel for 20 Indian participants +2 Indian experts	22*1	7000	154000	Person*16	92477
2	Accommodation for 20 participants+ 2 Indian experts (from outside Kochi)	22*1*5	3500	385000	Person*16	238000
3	Food	30*4	500	60000	30*4	64000
4	Local Transport	5*1	6000	30000	all days	30300
6	Honorarium for Indian experts	3*4*1	3000	36000	3*4*1	36000
7	Coordination, secretariat helpers	5*1	6000	30000	*5	27500
8	Stationary and Printing	1	25,000	25000	Workshop	20735
9	Miscellaneous	1	24,000	24000	Workshop	24000
	<b>Total amount received (FAO)</b>			<b>446,400</b>		<b>533,012</b>
	<b>Balance</b>					<b>-86,612</b>

<b>CONSOLIDATED</b>	<b>Workshop 1</b>	<b>Workshop 2</b>	<b>Total</b>
<b>Funds received</b>	744,000	446,400	1,190,400
<b>Fund expended</b>	463,607	533,012	996,619
<b>Balance</b>	280,393	-86,612	193,781

INR 193,781 to be returned to BOBLME/FAO.

Audited statements can be submitted in due course by MBAI if required by BOBLME.

**Reported by:**

*Dr. K. Sunil Mohamed*  
*Secretary*  
*Marine Biological Association of India*  
*December 20, 2013*



**Acknowledgements:** *The MBAI is thankful to the BOBLME for reposing confidence in the association to conduct the workshop. We are grateful to the President and Executive Council of MBAI for all support. Thanks to the facilitators/mentors and the participants for all cooperation.*