How to Prepare and Present a Seminar?
Seminar is an academic event that features subject matter expert(s) delivering discussion on findings obtained through investigating a research problem following specific method.

A Critical Introduction to Social Research, Second Edition
Matt Henn Nottingham Trent University Mark Weinstein Nottingham Trent University Nick Foard Nottingham Trent University © 2010 SAGE
Seminar word originates from *Seminary*: from L. seminarium c.1440, "plot where plants are raised from seeds" "plant nursery" "breeding ground," from seminarius "of seed," from semen.

Seminar Meaning "school for training priests" first recorded 1581; commonly used for any school (especially academies for young ladies) from 1585 to 1930s.

1887, from Ger. Seminar "group of students working with a professor," Sense of "meeting for discussion of a subject" first recorded 1944.

Online Etymology Dictionary, © 2010 Douglas Harper
The word *seminar* is derived from the Latin word *seminarium*, meaning "seed plot"

**Origin:**
1400–50; late ME: seed plot, nursery
L *sēminārium*, equiv. to *sēmin-* (s. of *sēmen*) seed, *semen* + *-ārium* -*ary*
sem·i·nar  —noun
1. a small group of students, as in a university, engaged in advanced study and original research under a member of the faculty and meeting regularly to exchange information and hold discussions.
2. the gathering place of such a group.
3. a meeting of such a group.
4. a course or subject of study for advanced graduate students.
5. any meeting for exchanging information and holding discussions.
Seminar:
a select group of advanced students associated for special study and original research under the guidance of a Professor

The Oxford English Dictionary
Being a Corrected Re-issue with an Introduction, Supplement, and Bibliography of
A New English Dictionary on Historical Principles
Founded mainly on the materials collected by
The Philosophical Society
Oxford
At the Claredopn Press,
Oxford University Press, Walton Street, OX 2 6 DP
Vol. IX, p-442
Symposium: a meeting or conference for discussion of some subject

The Oxford English Dictionary
Being a Corrected Re-issue with an Introduction, Supplement, and Bibliography of
A New English Dictionary on Historical Principles
Founded mainly on the materials collected by
The Philosophical Society
Oxford
At the Claredopn Press,
Oxford University Press, Walton Street, OX 2 6 DP
Vol. II, p-799
Symposium

a conference for discussion of some subject.  (Oxford Dictionary) [1]

a conference of some subject, especially a meeting at which several speakers talk on or discuss a topic before audience. (Webster’s)  [2]


a select group of advanced students associated for special study and original research under the guidance of a Professor. (Oxford Dictionary) [1]

a small group of students engaged in advanced study and original research under a member of faculty and meeting regularly to exchange information and hold discussion (Webster’s) [2]

Seminar is, generally, a form of academic instruction, either at an academic institution or offered by a commercial or professional organization.

It has the function of bringing together small groups for recurring meetings, focusing each time on some particular subject, in which everyone present is requested to actively participate.
This is often accomplished through an ongoing Socratic Dialogue with a seminar leader or instructor, or through a more formal presentation of research.

Normally, participants must not be beginners in field under discussion.
The Socratic Dialogue, named after the Classical Greek Philosopher, is a form of inquiry and debate between individuals with opposing viewpoints based on asking and answering questions to stimulate critical thinking and to illuminate ideas.

It is a *negative* method of hypothesis elimination, in that better hypotheses are found by steadily identifying and eliminating those that lead to contradictions.

This method searches for general, commonly held truths that shape opinion, and scrutinizes them to determine their consistency with other beliefs.
Aristotle, disciple of Plato attributed to Socrates the discovery of the method of definition and induction, which he regarded as the essence of the scientific method.
Seminar is Technical Aspects..

Academic Event by Subject Expert /s to Discuss Empirical Study or Research Findings with Subject Experts.
The idea behind the seminar system is to familiarize students more extensively with the methodology of their chosen subject and also to allow them to interact with examples of the practical problems that always occur during research work. It is essentially a place where assigned readings are discussed, questions can be raised and debates can be conducted.
Basic elements of Seminar

Problem

Method

Finding

Discussion

Agreement
How to Prepare a Seminar Paper: PROBLEM and its Way

Well-defined research problem

Latest and updated literature review

clear and understandable thesis and study questions

Well-defined methodology

Clearly specified research tools and techniques

Scientific and critical analysis of results

discussion of primary and secondary sources

precise findings that need discussion
Preparing yourself to Prepare a Seminar Paper

choose a text and topic that interests you

topic and purpose of the seminar paper must be well-defined to yourself and later in the paper

develop a thesis and study questions as guidance for your discussion

then develop your arguments congruently and coherently

secondary sources can help you to guide your attention and give incentives

do not just copy the arguments of these sources, review them critically and apply what seems useful to you

secondary sources provide necessary background information on your topic
BANISS Library or Any Other Library
Go to Journal section for latest references
Consult Reference Section
Consult Research based publications- books/reports

INTERNET
(pay attention to reliability of websites—university websites, official websites of relevant institutions etc.) BUT
do not make excessive use of websites as sources;

make sure you have at least more printed sources than electronic ones;
online encyclopaedias may provide useful explanations for yourself, they are not acceptable as secondary sources when there are enough more comprehensive printed sources

do not drown in secondary material but choose only the most reliable (internet!), most up-to-date, and for your topic relevant sources
Methodology ensures **RELIABILITY** and **VALIDITY** of your **SEMINAR PAPER**

Be specific BUT brief in such a way so that one can repeat the research to confirm results that you are presenting
Findings must be crystal clear.

Highlight those findings that are to be discussed for the first time.

Give emphasis on those findings which you want to confirm through collective wisdom.
Seminar Paper need to be discussed.

There is no Seminar or No Seminar is fruitful without discussion.

Do not ARGUE but give more opportunity to others to discuss your paper, method and findings.

Make notes of discussion.
REMEMBER:

A seminar is not end of your Research BUT it is beginning/ or starting point to bring your research before society or making it FIT for publication.
Prepare an ABSTRACT that includes:

- Problem
- Questions Formulated
- Method Followed
- Results Obtained
- Discussion Required
How to Present a Seminar

Prepare Notes

Prepare Power-point presentation

You may get 1-2 minutes to 15-20 minutes to present your paper

Prepare accordingly
All seminars and symposiums are types of conferences. Not all conferences are seminars or symposiums.

There are three main aims that a good seminar presentation will accomplish:

1) Explaining the assigned reading.
2) Critiquing the reading.
3) Enabling a subsequent group discussion.

The third goal is typically reached just by doing a good job on the first two.
Revision and Proofreading

correct misspellings, wording, syntax mistakes
sloppy and colloquial wording, spelling and punctuation mistakes, plagiarism, and incomplete and inconsistent documentation are not acceptable
no abbreviations in formal writing (no: „doesn‘t,“, „won‘t,“ but „does not,“, „will not“)
make sure the paper is well-structured and has a consistent logical line of argumentation
make sure your arguments are clear to the reader
get rid of repetitions and contradictions
quotes and examples should sustain your arguments
make sure you have a fluent text with smooth transitions between sentences and paragraphs
do not tell the reader what you will do in the next paragraph
one paragraph should run one third to half a page, do not use short three to five line paragraphs
Thank you and Your Questions pl !!

Presented by
Prof D K Verma
WhatsApp 9926015814
dkvbhrauss@gmail.com