

Abstract of the Article
“Work with a Book, Journal and Newspaper
in the Process of Preparation for a Lecture”
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The requirement of a successful lecture is its accurate preliminary preparation. The topical value of the research is determined by the fact that it is the work with literature, its selection and styling, making a plan and a scheme of a lecture that are the most important stages in the process of preparation for a lecture.

The aim is to give guidelines to inexperienced teachers for methods of work with various literary sources in the process of working out an academic course.

In the process of preparation for a lecture it is necessary for a teacher to be able to grope for knowledge on his / her own out of a vast number of information that is contained in literature. For this purpose it is essential to master the principles of fast and close reading. In particular basic principles of fast reading include: comprehension of several words and phrases simultaneously; movement of eyes not through the lines but in the centre of a page from above down; not return to what has already been read during the reading, etc. Key feature of close reading is necessity of constructive understanding of new material, in consequence of which new ideas and arguments should appear.

The article provides guidelines for work with various literary sources (book, journal, newspaper), and peculiarities of making a plan or scheme of a lecture. It is pointed out that a teacher must place main emphasis on establishment of cause-effect relations in the content of the material, as even the brightest oratorical lecture can turn out to be ineffective in case of methodless structuring of the content. It is also not less important to remember about linguistic characteristics of the scheme of a lecture and take into account psychological particular qualities of the audience. Herewith not only the content and the structure of a lecture are essential but also its presentation. And here speech culture, oratorical art and art of teaching come to the fore.