



Georgian Technical University

IV International Conference

«Verbal communicative technologies – 2014»

(Georgia, Tbilisi, October 2-5, 2014)

Informational letter №1

Dear Colleagues!

The Organizational committee has the honor to inform you that the Georgian Technical University is holding its IV International Conference «Verbal communicative technologies-2014», on October 2-5, 2014 in Tbilisi (Georgia).

Theme of the conference: «Verbal communication in time and space».

Working languages of the conference– Georgian, English, Russian.

It is planned to work in following directions during the conference:

1. Theory and practice of verbal communication.
2. Communicative linguistics.
3. Liberal arts and verbal communicative technologies.
4. Literary criticism: communication models in the space of an artistic text.
5. Verbal communication and information systems.
6. Communicative technologies in engineering and technical fields.
7. Foreign languages and intercultural communication in the early XXI century.
8. Communicative technologies in jurisprudence and social disciplines.
9. Foreign languages and verbal communicative technologies: innovation in teaching.
10. Translation as a source of intercultural communication.
11. Communicative technologies in journalism.
12. Verbal communicative technologies in politics.
13. Communicative technologies in economics and business.

The conference allows both full-time and distance participation.

Texts submitted by applicants will be screened by the organizational committee and published on the committee's discretion. A printed digest of conference materials will be

published before the beginning of the conference, and an electronic version will be sent out to all participants further in advance.

Guidelines:

Full Presentation in plenary meeting – 30 minutes maximum

Presentation in sectional meeting – 10 minutes maximum

Short Presentation – 10 minutes maximum

Presentation during discussion period - 5 minutes maximum

Application for participation and call for papers to be e-mailed by **June 30th, 2014** to boris151132@rambler.ru

After reviewing applications and papers the organizational committee will notify applicants about the possibility of participation in the conference.

Paper formatting requirements:

The paper texts are to be submitted to the organizational committee as e-mail attachments in **Microsoft Word** format (.doc) in Georgian, English or Russian, no later than **June 30th, 2014**.

Paper length — no more than **five pages**.

Font — **Times New Roman, 12 pt** (for English and Russian languages), **AcadNusx, 12 pt** (for Georgian language). If you need symbols unavailable in Times New Roman font (for transcriptions, foreign language examples and so on), please use standard, commonly used fonts (e.g. Symbol). If you are using original fonts, their files (format *.ttf — True Type Font) must be sent along with the papers as an e-mail attachment.

For highlighting text please use cursive or bold fonts. Underlining, italics and extra character spacing are not allowed. To create charts, graphics and illustrations it is allowed to use standard programs of Microsoft Office. In any case graphics must be included inline in the text created in Microsoft Word.

Margins — top: **2cm**; bottom: **2.5cm**; left: **3cm**; right: **2cm**

Line spacing — **single**.

Layout (each bullet point is a new paragraph):

- Title of the paper - font: **14pt bold**, alignment: **centered**
- Initials and surname of the author(s) - font: **12pt bold**, alignment: **right**
- Name of the organization that you are representing font: **10pt italic**, alignment: **right**

- Key words (no more than five words or collocations) font: **10pt**, alignment: **justified**
- Desired thematic unit of the conference program - font: **12pt** alignment: **justified**
- Automatic paragraph

Application fee for international participants: 150 USD

Application fee for Georgian participants: 100 GEL.

Application fees to be transferred to following bank

Bank account details:

Bank code (ბიკო) -220101819

Name of beneficiary- Boris Imnadze

Current account – 80636512500053/GEL

TBC Bank

Name of payment: «*Application fee to participate in the conference «Verbal communicative technologies-2014»*»

For foreign applicants (payment in USD\$):

FOR USD TRANSFER

INTERMEDIARY: CITIBANK N.A.

111 Wall str., New York, N.Y. 10043

SWIFT: CITIUS 33

ABA: 021000089

TBC BANK's Correspondent Account: #36127097

BENEFICIARY'S BANK: HEAD OFFICE SWIFT: TBCBGE22

TBC-Bank Head Office

SWIFT: TBCBGE22

BEN's Account:

NAME OF BENEFICIARY: 80636612500106

BORIS IMNADZE; GAKHDI MILIONERI 2009

INTERMEDIARY: JP MORGAN CHASE BANK
270 Park Ave 10017 New York, NY USA
SWIFT: CHASUS33
ABA: 0210000021
TBC BANK's Correspondent Account: 400950979

BENEFICIARY'S BANK: HEAD OFFICE SWIFT: TBCBGE22
TBC-Bank Head Office
SWIFT: TBCBGE22

BEN's Account:

NAME OF BENEFICIARY: 80636612500106
BORIS IMNADZE; GAKHDI MILIONERI 2009

INTERMEDIARY: HSBC BANK USA
SWIFT: MRMDUS
TBC BANK's Correspondent Account: #000-305022

BENEFICIARY'S BANK: HEAD OFFICE SWIFT: TBCBGE22
TBC-Bank Head Office
SWIFT: TBCBGE22

BEN's Account:

NAME OF BENEFICIARY: 80636612500106
BORIS IMNADZE; GAKHDI MILIONERI 2009

Payment title: *Registration* fee for Conference "Verbal Communication Technology"

Payment period: July 15th 2014 - August 30th, 2014

Original receipts are to be presented during conference registration. In case of distance participation, scanned receipts should be e-mailed to boris151132@rambler.ru

Contact information:

Address of the organizational committee:

Georgian Technical University; Building VI, 8th floor,
Faculty of business engineering
Department of linguistics and media-technology

77 Kostava St.
0175, Tbilisi, Georgia

Phone: (+995 032) 236-51-07 *Professor Boris Leonidovich Imnadze*
(+995-577) 43-22-52 *Professor Temur Jagodnishvili*