



Georgian Technical University

V International Conference

«Verbal communicative technologies – 2016»

(Georgia, Tbilisi, November 25-27, 2016)

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-2016», on November 25-27, 2016 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.
14. Communicative technologies in 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 – 15 minutes maximum

Presentation during discussion period - 5 minutes maximum

Application for participation and call for papers to be e-mailed by **September 30th, 2016** to ganatleba2000@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 **October 25th, 2016** to ganatleba2000@rambler.ru

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: 100 USD

Application fee for Georgian participants: 50 GEL.

Application fees to be transferred to following bank

Bank account details for GEL transfers

JSC “TBC Bank”, Central Branch
BANK CODE – TBCBGE 22
NAME OF BENEFICIARY – BORIS IMNADZE (GTU)
BEN’S ACCOUNT – GE94TB0600000336201448

For foreign applicants (payment in USD\$):

FOR USD TRANSFERS

INTERMEDIARY: CITIBANK N.A.
NEW-YORK, USA
SWIFT: CITIUS33
ABA: 021000089

BENEFICIARY’S BANK: HEAD OFFICE SWIFT: TBCBGE22
JSC “TBC Bank”, Head Office
SWIFT: TBCBGE22

BEN’S Account: GE30 TB37 8063 6612 5001 06

NAME OF BENEFICIARY: BORIS IMNADZE

INTERMEDIARY: DEUTSCHE BANK TRUST COMPANY AMERICAS
NEW-YORK, USA
SWIFT: BKTRUS33
ABA: 021001033

BENEFICIARY’S BANK: HEAD OFFICE SWIFT: TBCBGE22
JSC “TBC Bank”, Head Office
SWIFT: TBCBGE22

BEN’S Account: GE30 TB37 8063 6612 5001 06

NAME OF BENEFICIARY: BORIS IMNADZE

Name of payment: *Registration fee for Conference “Verbal Communication Technology-2016”*

Payment period: no later than October 15th, 2016

Original receipts are to be presented during conference registration. In case of distance participation, scanned receipts should be e-mailed to ganatleba2000@rambler.ru

Contact information:

Address of the organizational committee:

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Department of linguistics and media-technology

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