Course Name: Chem F692: Graduate Chemistry Seminar 1 credit
Location: Reichardt Building 201B
Meeting Times: Tuesday and Thursday 4:00 - 5:00
Blackboard Link: http://classes.uaf.edu

Please note: Check your blackboard information – particularly your email address. Important course information and reminders will be e-mailed via this system. All course materials will be available through Blackboard.

Instructor: Professor William (Bill) Simpson
Office Hours: Tuesday and Thursday 11:15AM-12:45PM (or by appointment – send email to arrange).
Office: Reichardt 186 -or- Akasofu 335 (Lab)
Phone: +1 907 474-7235
E-mail: wrsimpson@alaska.edu

Text and Reference Materials:
Materials distributed in class and online via Blackboard
Recommended reference text:
The Craft of Scientific Presentations
Michael Alley
Springer -Verlag, New York
ISBN: 0387955550
Publication Date: 2008

Course Description:
This is an introduction to oral presentations for beginning graduate students. It is also stacked with an upper-division undergraduate seminar course, and is in the department seminar time, so will include some external speakers. The course provides an introduction to the techniques and style of technical oral presentation generally accepted by professional chemists. Class will meet two hours per week. Chem 692 students are required to give one 40 minute oral presentation during the semester on a date scheduled by the instructor, attend all of the other public seminars and participate in critiquing presentations by graduate students, chemistry faculty, and their peers.

Course Goals:

Develop an overall understanding of the principles of oral communication in science including accepted presentation techniques, listening skills, critical analysis of scientific presentations, participation in scientific discussions and introduction of speakers and invited guests.

Learning Outcomes

1. Demonstrate the ability to present scientific material during a 40-minute presentation of an original graduate research or a peer-reviewed research article.
2. Demonstrate the ability to present original research in the context of prior peer-reviewed literature or evaluate the research presented in a peer-reviewed article and to answer questions posed by the audience on this research at the end of the presentation.

3. Demonstrate an ability to listen to a scientific presentation and to ask questions regarding the material presented.

4. Actively participate in a discussion of strengths and weaknesses of a speaker's presentation and/or the scientific merit of the research presented.

5. Provide clear concise written critiques of research and/or journal presentations with respect to presentation style, multimedia and content.

**Instructional Methods:**

Chem 692 students are required to attend all class sessions and participate in all class activities in addition to preparing and presenting their individual seminar. Students will be expected to listen to all presentations during public seminar sessions and to ask questions during the question/answer period. In addition detailed, written critiques of all presentations will be required and all Chem 692 students will be expected to attend and participate in the discussion of these critiques.

Students are encouraged to revise the presentation and present the revised version in another public forum such as a laboratory research group meeting or another seminar series.

Since a large portion of Chem 692 is the interpretation, analysis and presentation of a scientific study, the course will utilize a mentorship approach. Mentors are faculty members either within the Chemistry and Biochemistry department, faculty affiliated with the departmental graduate program or unaffiliated faculty or local professionals engaged in chemistry relevant research. Unaffiliated mentors must be approved in advance by the course instructor. A list of potential mentors will be provided by the instructor. Please see the mentor’s responsibilities below and provide this information to your mentor when you request their assistance.

A second major component of Chem 692 is participation in a critical discussion of your presentation. This may involve additional questions regarding the content of the seminar in addition to constructive criticism of your presentation itself.

**Mentor Responsibilities:**

Mentors are responsible for assisting students in choosing relevant topics that are of general interest and at an appropriate level of difficulty. Mentors are responsible for assisting the student in understanding the context of the research, interpreting data and identifying conclusions and impact of the study. It is expected that your mentor will listen to your seminar at least once and offer critical analysis for improving your presentation. You will be required to submit a Mentor form identifying your mentor and topic as indicated on the syllabus. A second mentor approval form will also be required. This form must be signed by the mentor verifying that they have listened to the presentation and it is ready for presentation on your assigned date. This form is due one week prior to your scheduled seminar. Mentors are encouraged to attend your public seminar.

**Course Policies:**
Attendance:
Due to the dependence on participation, students are expected to attend all class sessions.

Exams:
There will be no examinations in this course. Grading will be based on attendance, quality work and timely completion of requirements.

Plagiarism Policy:
Plagiarism is defined as the use of another’s intellectual property without correct citation of the author. Intellectual property includes all electronic, spoken or print media. Students are expected to cite all sources used in oral and written presentations.

Citations should be cited according to the Columbia Guide to Style (see: http://www.columbia.edu/cup/cgos/idx_basic.html for more information).

Cases of plagiarism will be dealt with severely with the minimum penalty being a grade of 0 for the assignment in question. Cases may be referred to the Department Chair or Dean for further action.

Conduct:
Your conduct in this course is expected to be professional and respectful at all times. Disruptive or abusive students will be removed from the classroom and may be subject to disciplinary action.

Grading and Evaluation of Performance.
It is expected that students will complete all of the Learning Objectives listed above. Grading in this course is A-F. Grades will be assigned based on successful completion of course requirements as described below. Each course requirement will be assigned a point value and you will receive all or a portion of these points depending upon the quality of your work. Oral presentations will be graded according to the rubric distributed in class. A minimum passing grade will be given to students who have completed the following requirements:

Required Activities and scoring:
Mentor selection and topic form completed on time: ........................................3
Hard copy of article to present handed in on time ........................................3
Seminar Abstract submitted by deadline.........................................................3
"Ready to Present" e-mail to advisor/mentor and have him/her forward to the instructor 1 week prior to your scheduled seminar ...........................................6
Seminar grade.................................................................................................27
Self critique .........................................................................................................6
Written critiques (3pts each up to 27pts) .......................................................27
Attendance and participation (1pt/class up to 25pts) .....................................25

Total Points: ....................................................................................................100
Letter Grades:
A: 90 - 100 points
B: 80 - 89 points
C: 70 - 79 points
D: 60 - 69 points
F: <60 points

Support Services:
Support services will be provided by the University of Alaska Library system, online resources and the instructor. Additional services are available through Student Support Services (http://www.uaf.edu/sssp/) at UAF.

Speaking Lab. Students are strongly encouraged to make use of the Speaking Lab. The Speaking Center is a student-oriented service provided to facilitate preparing public presentations. Students can receive coaching in refining their presentation topic, in organizing their presentation effectively, and in practicing their presentation. The Center makes it possible to digitally record and to watch one's practice presentation, receiving constructive feedback from a Speaking Center coach. The Speaking Center is open to all students enrolled in an oral intensive course. The center is located in the Department of Communication (Gruening Rm 507). http://www.uaf.edu/comm/

Speaking Center Scheduling Procedures:
Please call 474-5470 or e-mail fyspeak@gmail.com to schedule an appointment at the Speaking Center. Walk-ins are welcome, however, students can be served only if there are openings. Individuals may schedule the Center's practice room daily any time prior to Speaking Center hours.

Disabilities Services:
We will work with the Office of Disabilities Services (203 WHIT, 474-7043) to provide accommodations for students with disabilities. If you have a disability and require special assistance, please contact the instructor within the first week of the course so that special arrangements may be made early.

Important Dates:
1 Feb 2013 (Fr) Last day for 100% refund of fees and tuition
1 Feb 2013 (Fr) Last day to drop class (without W on transcript), 50% tuition refund
11-15 Mar 2013 (Mo – Fr) Spring Break
22 Mar 2013 (Fr) Last day to withdraw from class (with W on transcript)
6 May 2013 (Fr) End of Instruction (overall UAF)