1 Course Details

1.1 Calendar Description
In this course, students will conduct independent laboratory research on a current topic in any of the biomedical neurosciences (such as anatomy, physiology, pharmacology, toxicology, molecular biology, biochemistry). Students work under the supervision of individual faculty. Faculty consent must be obtained prior to being admitted into the course by the course coordinator.

Pre-Requisites: 14.00 credits
BIOM*4510, BIOM*4521, BIOM*4522, NEUR*4401, NEUR*4402, NEUR*4421, NEUR*4422. Instructor consent required. Restricted to students in BSCH.NEUR, BSCH.NEUR:C and NEUR minor.

1.2 Course Description
Objectives: This research course is designed to expose students to neuroscience research where information is created, interpreted and integrated with current knowledge, and to teach effective skills for communicating scientific information orally and in writing.

It is important to realize that this course is at the undergraduate level. The research project should be well-defined and have a reasonable likelihood of success. This course is not mini-Masters and certainly should not involve a rigorous series of experiments.

1.3 Timetable
There will be an optional introductory class held near the beginning of the semester, where the course coordinator will be available to answer questions about the course. Student oral presentations will take place near the end of the semester.

1.4 Final Exam
There will be no final examination for this course.

2 Instructional Support

2.1 Instructional Support Team

Course Co-ordinator: Craig Bailey Dr.
Email: baileyc@uoguelph.ca
Telephone: +1-519-824-4120 x54954
Office: OVCE 2601

Program Advisor: Kimberly Best
Email: kbestb@uoguelph.ca
Telephone: +1-519-824-4120 x54918
Office: OVCE 2633

Program Advisor: Jenna Penney
Email: penneyj@uoguelph.ca
Office: SSC 3516

3 Learning Resources

4 Learning Outcomes

The review course is designed to expose students to neuroscience, and to teach effective skills for communicating scientific information orally and in writing. NEUR*4450 is designed to give the student a realistic view of research by providing an opportunity for critical review of the literature.

4.1 Course Learning Outcomes

By the end of this course, you should be able to:
1. Develop an appreciation for research.
2. Improve library skills by researching the literature on a specific topic.
3. Develop awareness of current research techniques.
4. Develop the techniques and attitudes of critical thinking through evaluation of research data.
5. Teach problem solving.
6. Improve written and oral communications skills.

5 Teaching and Learning Activities
5.1
Near the beginning of the semester: - there will be an optional introductory class held by the course coordinator.
- students will complete online CourseLink modules on (i) professionalism in the workplace, (ii) Principles of Belonging, (iii) laboratory safety and WHMIS, and (iv) project management.

2. Near the end of the semester: - students will complete on-line CourseLink modules on (1) academic integrity and (ii) how to perform a reflection exercise. - oral presentations are held the second last week of classes. - the written report and reflective activity are due around the last day of classes.

5.2
1. When the semester begins, students should contact their supervisor and begin working on their laboratory project according to his/her directions.
2. Maintain regular contact with your supervisor throughout the semester, to discuss your progress. Many supervisors arrange a regularly weekly meeting with students.
3. You need to discuss with your supervisor the points raised in the Seminar Questionnaire. This form needs to be returned to Kim Best (rm 2633, OVC; kbestb@uoguelph.ca) before the deadline date to facilitate planning the seminar days. If this questionnaire is not received by the date in the deadline dates, 5 marks will be deducted from your final grade.
4. you will prepare your seminar slides/presentation using PowerPoint and upload this file to Sharepoint (information and link will be provided).
5. Preview and practice your presentation with your supervisor/lab group.
6. You are expected to participate in and critique your colleagues’ presentations. A Sharepoint link will be provided with an on-line evaluation form. Please make sure, when completed, your evaluation form has been successfully uploaded.
7. We ask that you complete an on-line course evaluation during the last 2 weeks of classes.
8. A preliminary draft of your written report should be submitted to your supervisor for general comments and feedback before the final copy is submitted. Allow time for this to occur in consultation with your supervisor. The date provided in the Semester Deadlines is to be used as a guideline. Consult with your supervisor when report is due.

6 Assessments
Students will not be penalized if a project fails due to circumstances beyond their control. In such cases however, students should give a critical appraisal of the problem(s) encountered, and the emphasis of the project may be re-directed to improving the methodology.

6.1 Assessment Details
Formal Seminar Presentation (30%)
All students are required to give an oral presentation. This formal seminar will be presented using the 10/5 format commonly used in scientific meetings - a 10 minute presentation
and a 5 minute question period. The emphasis in the presentation, and in the evaluation, should be on development of logical ideas and on effective communication. Ideally, the seminar should include the following components:

- Introduction
- Objectives/Hypothesis
- Methodology/Experimental Design
- Summary of Literature
- Discussion of Literature
- Summary/Conclusions

**Seminar Preparation**
Supplemental audiovisual aids are not permitted and “presenter view” may not be available. The presentations will be timed.
Students are required to upload their presentation with a deadline of 8a the day of the presentation. If not received by 8a, 5% will be deducted from your final grade.

**Seminar Presentation:**
The second last week of classes has been designated for the seminar presentations. After soliciting student/supervisor input (*Seminar Questionnaire*), a schedule will be made up (please note that every attempt will be made to accommodate your first choice of day/time). It is important that your presentation be thoroughly rehearsed to ensure that it meets the time restrictions for the assignments. Presentations that significantly run overtime will be halted and marked accordingly.

**Evaluation of your colleagues’ seminars (5 in total) (2.5%)**
Students are required to assist with the evaluation of their colleagues’ presentations and to participate in the question periods. Presentations can be attended throughout the week. Each student must submit a minimum 5 evaluations for their peer presentations to obtain full marks (5x0.5% = 2.5%).

The presenter’s mark will be calculated as the average of all faculty scores submitted, however presenters and supervisors will receive a copy of all faculty & peer evaluations in order to evaluate all feedback provided for the presentation. Students are encouraged to review this feedback with their supervisor.

**Final Written Report in the form of a research project paper (35%)**
The date given for the final written report on the Semester Deadlines is to be used as a guideline.

The report should be submitted for assessment by your supervisor.

The literature review should be arranged in a logical manner which allows development of the topic. The format is flexible, and again, this is a guideline, but there should be a Title Page, Abstract, Key Words, Introduction, appropriate sub-headings, Summary and Conclusions, and References. The references should be in the format of one of the principle journals consulted during your research project.

It is proper for the supervisor to read a draft of the project final report once, and offer constructive suggestions for improvement before the student submits the final version. This feedback is part of the learning process and should be part of their research project course experiences as well. Students should schedule this preliminary reading with their supervisors well in advance of the due date of the report.

Assessment by the Supervisor (30%)
The supervisor's assessment might include factors such as: interaction with others in the laboratory, organization of time, preparation for meetings, effort, participation, development of technical competence. The student should discuss the specific criteria for this assessment with the supervisor before the project begins.

Reflective Activity (1 page max) (2.5%)
Students will prepare a written reflection of their personal and professional development throughout this research project.

7 Course Statements

7.1 Faculty and Student Commitments

Neuroscience minors may require one of the University’s double-weighted research courses for their major program. The ‘0-6’ and ‘0-12’ hr/week labels on the courses should be regarded as the minimum time commitment for students. In other courses, students are expected to work on course material after lectures and laboratories are finished. Research course students can expect that they will have to spend more than the listed time/week to complete their research work. Students may have to deliberately limit the time that they devote to these courses if they find the work particularly interesting or
demanding. If a student feels that a problem is arising, he/she must talk to the supervisor about either becoming more efficient, or limiting the workload. If a student wishes to perform their research off-campus, they must secure a co-supervisor who is a faculty member of the University of Guelph. If a student has questions or concerns regarding any aspect of the research or academic aspects of this course, they are encouraged to talk with the course coordinator.

7.2 ‘Animal Utilization Protocol’ Approval

Some projects may require working with live animals. Faculty supervisors are responsible for obtaining the appropriate Animal Utilization Protocols to cover the work being done by Research project students under their supervision. Students should be aware of these protocols and understand their purpose. Discuss these with your supervisor.

7.3 Course Evaluation

Course evaluations will be turned on the last 2 weeks of classes. If you see ways that the course could be improved, please say so on the evaluation form. Your feedback is vital for us to assess the impact of the research courses and to fine tune the way we operate. This feedback will be provided to the course coordinator ONLY after the final grades have been submitted to the Registrar’s Office and will be used to make improvements to the course.

8 University Statements

8.1 Email Communication

As per university regulations, all students are required to check their e-mail account regularly: e-mail is the official route of communication between the University and its students.

8.2 When You Cannot Meet a Course Requirement

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons please advise the course instructor (or designated person, such as a teaching assistant) in writing, with your name, id#, and e-mail contact. The grounds for Academic Consideration are detailed in the Undergraduate and Graduate Calendars.

Undergraduate Calendar - Academic Consideration and Appeals
https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml

Graduate Calendar - Grounds for Academic Consideration
https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml

Associate Diploma Calendar - Academic Consideration, Appeals and Petitions
https://www.uoguelph.ca/registrar/calendars/diploma/current/index.shtml

8.3 Drop Date

Students will have until the last day of classes to drop courses without academic penalty. The
deadline to drop two-semester courses will be the last day of classes in the second semester. This applies to all students (undergraduate, graduate and diploma) except for Doctor of Veterinary Medicine and Associate Diploma in Veterinary Technology (conventional and alternative delivery) students. The regulations and procedures for course registration are available in their respective Academic Calendars.

Undergraduate Calendar - Dropping Courses
https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml

Graduate Calendar - Registration Changes
https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/genreg-reg-regchg.shtml

Associate Diploma Calendar - Dropping Courses
https://www.uoguelph.ca/registrar/calendars/diploma/current/c08/c08-drop.shtml

8.4 Copies of Out-of-class Assignments

Keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

8.5 Accessibility

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required; however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to make a booking at least 14 days in advance, and no later than November 1 (fall), March 1 (winter) or July 1 (summer). Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time.

For Guelph students, information can be found on the SAS website
https://www.uoguelph.ca/sas

For Ridgetown students, information can be found on the Ridgetown SAS website
https://www.ridgetownc.com/services/accessibilityservices.cfm

8.6 Academic Integrity

The University of Guelph is committed to upholding the highest standards of academic integrity, and it is the responsibility of all members of the University community-faculty, staff,
and students-to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University’s policy on academic misconduct regardless of their location of study; faculty, staff, and students have the responsibility of supporting an environment that encourages academic integrity. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

Undergraduate Calendar - Academic Misconduct
https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml

Graduate Calendar - Academic Misconduct
https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml

8.7 Recording of Materials

Presentations that are made in relation to course work - including lectures - cannot be recorded or copied without the permission of the presenter, whether the instructor, a student, or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

8.8 Resources

The Academic Calendars are the source of information about the University of Guelph’s procedures, policies, and regulations that apply to undergraduate, graduate, and diploma programs.

Academic Calendars
https://www.uoguelph.ca/academics/calendars

8.9 Disclaimer

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings, changes in classroom protocols, and academic schedules. Any such changes will be announced via CourseLink and/or class email.

This includes on-campus scheduling during the semester, mid-terms and final examination schedules. All University-wide decisions will be posted on the COVID-19 website (https://news.uoguelph.ca/2019-novel-coronavirus-information/) and circulated by email.

8.10 Illness
Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g., final exam or major assignment).

8.11 Covid-19 Safety Protocols

For information on current safety protocols, follow these links:

- https://news.uoguelph.ca/return-to-campuses/how-u-of-g-is-preparing-for-your-safe-return/
- https://news.uoguelph.ca/return-to-campuses/spaces/#ClassroomSpaces

Please note, these guidelines may be updated as required in response to evolving University, Public Health or government directives.