SEMINAR COURSE (POPM*6100)

Department of Population Medicine
Fall 2017/Winter 2018

COURSE COORDINATOR

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COURSE OBJECTIVE

To help participants develop skills in the translation and presentation of their scientific work.

COURSE DESCRIPTION

A practical course that utilizes tutorials, workshops, self and peer reviewed assessment to help participants develop skills in public speaking and presentation of scientific data. Each student will present at least one seminar on an approved subject during the departmental seminar series.

SEMINARS & WORKSHOPS

This course consists of two key components: weekly seminars and workshops.

ABOUT THE SEMINARS

Seminar Day and Time: Thursdays 3:30 – 4:20pm
Seminar Location: LLC 1715

Weekly seminars will be held each Thursday afternoon beginning on September 21 2017. These seminars are presented by a variety of speakers including faculty, guest lecturers, visiting scholars, and senior doctoral students. Prior to class each week, a brief overview of each week’s scheduled speaker and their respective topic will be sent out to students via email, and information will also be posted on CourseLink. The topics of the seminars will vary widely week to week, but they are intended to expose students to the breadth and
depth of research in our department and beyond. Further, the diversity of seminar topics will also expose students to other relevant areas such as potential career paths and timely public issues related to population medicine. Attendance at the seminars is mandatory for all those enrolled in this course, but anyone from the Department or College is also welcome and encouraged to attend.

ABOUT THE WORKSHOPS

Workshop Days and Time: select Mondays, Wednesdays, Fridays, 4:00-5:20pm
Workshop Location: locations noted below

This course also includes workshops, which occur on select Mondays, Wednesdays, and Fridays at the start of each term. There are four sets of workshops currently planned: Data Boot Camp; Citation Retrieval and Management; Poster and Oral Presentations; and Recorded Mini Presentations.

1. Data Boot Camp

Monday Sept 18, 4:00 - 5:20pm (Data Boot Camp I)
Wednesday September 20, 4:00 - 5:20pm (Data Boot Camp II)
Friday September 22, 4:00 - 5:20pm (Data Boot Camp III)

Instructors: Dr. Cathy Bauman, Dr. David Pearl, Dylan Melmer
Location: Stewart Building, Room 2500 (computer lab)

2. Poster and Oral Presentations

Monday September 25, 4:00 - 5:20pm (Power in the Pose: Presenting Techniques)
Wednesday September 27, 4:00 - 5:20pm (Preparing Award-Winning Poster Presentations)
Friday September 29, 4:00 - 5:20pm (The Art of Oral Presentations: The Basics)

Instructors: Jocelyn Rivers, Dr. Anita Tucker
Location: LLC 1715

3. Citation Retrieval and Management

Monday October 2, 4:00 - 5:20pm (Citation Retrieval & Management I)
Wednesday October 4, 4:00 - 5:20pm (Citation Retrieval & Management II)

Instructor: Jacqueline Kreller-Vanderkooy
Location: Stewart Building, Room 2500 (computer lab)

4. Recorded Mini Presentations

Tentatively:
Monday January 15, 4:00 - 5:20pm (Recorded Mini Presentations I)
Wednesday January 17, 4:00 - 5:20pm (Recorded Mini Presentations II)
Friday January 19, 4:00 - 5:20pm (Recorded Mini Presentations III)

Instructor: Dr. Anita Tucker
Videographer: Kevin Hogg
Location: LLC 1715
ASSESSMENT & ASSIGNMENTS

This course is assessed on a pass/fail basis and runs throughout two terms (Fall and Winter). Owing to this, your transcript will show an incomplete grade at the end of the Fall term; this will convert to a pass/fail at the end of the Winter term.

The Seminar Course is a required course for all incoming MSc, PhD, and DVsc students. Further, PhD and DVSc students are required to take this course twice during their studies; however, the second time the requirements are somewhat different (see below).

Your key responsibilities in this course are to: attend workshops; attend seminars; deliver a mini presentation (first time students); and deliver a brief seminar presentation (first time students) or a full seminar (second time students). More details about each of these requirements are described below.

Attendance

Seminar Attendance:

All students enrolled in this course are required to attend the weekly Thursday seminars. It is acceptable to miss the occasional seminar if necessary; however, all students in this course must achieve an overall minimum attendance record of 80% at these seminars.

A good seminar relies not only on having a good presenter, but also on the presence of a good audience. A good audience is one that is engaged, listens actively, is polite and respectful, and asks questions at the end of the talk.

In addition to attending and asking questions at the seminars, students from the class will be asked on a volunteer basis to introduce each week’s seminar speaker and moderate the subsequent Q&A session. This is a great opportunity for students to practice public speaking and become more familiar with the speaker and fellow students.

Workshop Attendance:

All students enrolled in this course for the first time must attend all of the workshops. Students enrolled in the course for the second time can attend workshops if they wish, but this is not mandatory.

Presentations

In addition to attending workshops and seminars, all students enrolled in the course will have the opportunity to present.

a) First Time Students

Students enrolled in the course for the first time (incoming MSc, PhD, and DVSc students) will complete two types of presentations: Recorded Mini Presentations; and Brief Seminars.

Recorded Mini Presentations (January 2017)

Students enrolled in the course for the first time will give a 3-minute presentation on a topic of their choice. The presentation will be video recorded and watched back immediately afterwards. The student will have a chance to reflect on their own
performance, and then the class will constructively offer feedback in the form of a discussion. More details about the presentations will be provided at a later date.

Brief Seminar Presentation (March 2017)
Students enrolled in the course for the first time will also give a 15-minute presentation about their research area followed by a 5 minute Q&A session. More details about these presentations will be provided at a later date. They will occur over the course of several days in March 2017. Everyone in the course should plan to attend these, and will complete an assessment form to provide the presenter with feedback. In addition, anyone from the Department or College is welcome and encouraged to attend the brief seminars.

b) Second Time Students
Students enrolled in the course for the second time will each deliver a full seminar during one of the regular Thursday afternoon seminar series time slots (3:30 – 4:20pm). These seminars can occur during either the Fall or Winter term. The topic will be some aspect of the student’s doctoral research. After the seminar is presented, an assessment sheet will be completed by all fellow students in the course to provide written feedback to the presenter. In addition, a brief class discussion will follow the seminar, so plan to stay a bit longer on days when graduate students from the course are giving a seminar.
RULES, REGULATIONS, & POLICIES

All policies of the University of Guelph, the Ontario Veterinary College, and the Department of Population Medicine apply. It is the responsibility of each student to be familiar with these policies.

Attendance
Students are expected to attend class and to arrive on time. Turning mobile phones to silent will prevent disruptions to the lecture.

CourseLink
CourseLink will be used throughout the course. Students are expected to visit the site often to stay up-to-date.

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

Graduate Calendar
The Graduate Academic Calendar is the source of information about the University of Guelph’s procedures, policies, and regulations, which apply to graduate programs. It is available here: https://www.uoguelph.ca/registrar/calendars/graduate/current/

Academic Misconduct
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 discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection. Students should also be aware that if they find their academic performance affected by medical, psychological or compassionate circumstances, they should inform the appropriate individuals, (instructors, program counsellors, graduate advisors) and follow the available procedures for academic consideration outlined in the University’s calendars.

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.

The Academic Misconduct Policy is detailed in the Graduate Calendar: https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/sec_d0e2396.shtml

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. See the Graduate Calendar for information on regulation and procedures for Academic Consideration:
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.

Referencing Policy
Written work that is not properly referenced will be considered to be below the standard expected in this course and will be returned to the student with no mark. The student will be expected to re-submit the paper during the next class, fully and properly referenced in order to have the paper accepted for grading. Failure to re-submit the paper will result in a grade of zero (0) on the assignment. Among other things, proper referencing involves the consistent use of a single referencing style.

Accessibility
The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community’s shared commitment to an open and supportive learning environment. Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact the Centre for Students with Disabilities as soon as possible.

For more information, contact CSD at 519-824-4120 ext. 56208 or email csd@uoguelph.ca or see the website: http://www.uoguelph.ca/csd/

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

In-Class Behaviour
Students are expected to come to lectures prepared for the class. Questions are encouraged at any time during a lecture provided that they do not interfere with the other students’ ability to take in the material presented. Students are expected to treat each other with the utmost respect; disruptions to the class will not be permitted.

Course Evaluation
An opportunity will be provided for students to evaluate the course and the course instructor. Further information and instructions about this will be shared in class. Your time to complete these evaluations is appreciated as the results help to inform future teaching and content of the course.

Counselling Services
Counselling Services offer individual counselling sessions to help support students as they work through the personal challenges that impair their ability to succeed at school and in other areas of their lives. https://www.uoguelph.ca/counselling/

Student Health Services
Students Health Services offers a variety of health care services, including primary health care, a walk-in clinic, and on-site laboratory testing. https://www.uoguelph.ca/studenthealthservices/

Health and Performance Centre
The Health and Performance Centre specializes in the diagnosis, treatment, and
rehabilitation of acute and chronic orthopaedic, musculoskeletal, sport, and activity related injuries. The Centre also provides a variety of health promotion services including fitness and nutrition expertise and professional bicycle fitting.
https://www.uoguelph.ca/hpc/volunteer-health-and-performance-centre

The Learning Commons
The Learning Commons brings together services that support students in their learning, writing, research, numeracy, and the use of technology. In addition, they provide expertise and resources for faculty, staff, and teaching assistants to support and enhance learning in their courses and across the curricula.
http://www.learningcommons.uoguelph.ca/guides/university_learning/