

E&E Senior Seminar: EVR 4920/ GLY 4937/ MET 4937

Spring 2019, Mondays 3-4:15, PC 424

Prof. Laurel Collins

Prerequisite – senior standing, defined as having earned 90 or more credits

Course Description – a one-credit seminar taken in the senior year of a degree program. The course reviews skills in conducting research, public speaking, and preparing for job seeking. The theme for research papers is “Climate Change.”

Course Objectives – to further develop skills that are critical for a successful professional career or graduate school. Specific objectives are to carry through a research project from investigating a topic to writing a paper and giving a talk; and to write a curriculum vitae or resumé.

Learning Outcomes – improved abilities to formulate a question to be researched, search the literature on the topic, write a paper in the scientific style, give an oral presentation of the results, field questions from an audience, critique a presentation, graciously accept constructive criticism from your audience, and write a good curriculum vitae/resume.

COURSE OUTLINE

DATE	TOPICS	ASSIGNMENT DEADLINES: due at 3pm. Late submissions lose 1% of final grade per day.
Jan. 7	Introduction to the course	
Jan. 14	How to pose a question to investigate, How to write a paper How to research your topic Last day to add/drop a course without a fee	
Jan. 21	Martin Luther King Jr. Day – University closed	
Jan. 28	Discussion of the chosen research questions	Research question (on paper)
Feb. 4	Writing resumés, cv's and cover letters; interviewing skills	Revised research question (if applicable)
Feb. 11	How to give a science talk	Project outline and 10 or more references
Feb. 18	Job search strategies, salary negotiation, networking skills	CV or resumé due
Feb. 22	E&E Graduate Symposium, 8:30am-5pm, MARC Pavillion	
Feb. 25	Critiquing presentations, How to critique a science talk	
Mar. 4	TBA	
Mar. 11-16	Spring Break – University closed	
Mar. 18	Presentations	
Mar. 25	Presentations	
Apr. 1	Presentations	
Apr. 8	Presentations	
Apr. 15	Presentations	
Friday, Apr. 19	FIU's last day of class; no class meeting	E-paper due

Note: A student who wants to be excused from class to observe a holy day of his or her religious faith should notify the instructor no later than the end of the second week of class.

Instructor – Prof. Laurel Collins, Department of Earth and Environment, and Department of Biological Sciences. Email (preferred): collinsl@fiu.edu, telephone (305) 348-1732. Office hours: MW 1-2:30 in PC 435. If you have a conflict with regular office hours, please make an appointment.

Course Resources – Handouts from different sources will be distributed in class. Links in the Course Outline (above) provide guidelines for assignments. For job-hunting, use these resources: <https://studentaffairs.fiu.edu/academic-success/career-and-talent-development/handouts-and-resources/index.php>

Course Policies – Attendance is mandatory, so your grade depends on it (see below).

Honesty – Florida International University is a community dedicated to generating and imparting knowledge. All students should respect the right of others to have an equitable opportunity to learn and honestly demonstrate the quality of their learning. Therefore, all students are expected to adhere to a standard of academic conduct, which demonstrates respect for themselves, their fellow students, and the educational mission of the University. All students are deemed by the University to understand that if they are found responsible for academic misconduct, they will be subject to the Academic Misconduct procedures and sanctions, as outlined in the *Student Handbook*. In addition, any student found in violation of these academic standards, including any amount of plagiarism, will earn an automatic F and be reported to the Deans Office, no exceptions. Please see FIU's policy on academic honesty, as shown in the Academic Affairs Policies and Procedures Manual (<http://academic.fiu.edu/polman/sec2web.htm#two-forty-four>).

Cell phones – Their use, including texting, is prohibited during class. Please silence your phone at the beginning of class. If you leave the class to take a call, do not return to class that day.

Course Content and Grading – Grades are based on the assignments shown below. All written assignments are submitted as hard copy by the beginning of the class they are due. If submitted afterwards, it will be marked as late, and loses 1% of the final grade per day. If you miss your assigned presentation, it may only be rescheduled with written proof of a serious illness or accident. The order of the class presentations will be assigned during the first month of class. Information on each activity is given in the table below and in class. There is only one exam. If you miss the exam day, there is no makeup exam because it must be administered to all students at once in a designated computer lab).

Assignment	% of Grade	Description (also see guidelines given in class)
Attendance	12%	1% per class meeting after first (introductory) class. Absences are excused only in circumstances of personal emergencies with documentable proof.
Research question	15%	It is most important that this part of the research project be acceptable, because the outline, paper and presentation flow from it. Consider it carefully after preliminary investigation. Write one to several sentences. After class discussion, at the next class meeting, submit the revised version.
Outline of paper and references, 3 pages	15%	Write a 1- to 2-page outline of your paper in hierarchical format, double-spaced lines, 1-inch margins, left-justified, 12-point font. Include at least 10 citations <u>in the outline</u> . Page 3 is the References section that gives a full reference for each citation. The references must be from the primary scientific literature (no URL's).
CV or Resumé	8%	Write your resumé or cv using the guidelines given in class. Criteria are: neatness, spelling, grammar, completeness.
Presentation	20%	Compose and present a 10- to 12-minute talk with slides, focusing on the project's highlights. There will be 3 minutes for questions from the audience after each talk. Note: Students will complete anonymous critiques after each presentation. Talks are assessed on content, organization, visual aids, timing, composure, language, connection with audience, etc. The evaluations will be given to each speaker.
Paper, digital format	30%	Using MS Word, write a paper that is at least 10 pages long excluding figures, tables and references, which are placed <u>at the end</u> . Format of paper: double-spaced lines, 1-inch margins, left-justified, 12-point font, no blank lines between paragraphs, section titles (ABSTRACT, etc.) in caps and centered. References must be for primary literature (i.e., no URLs).

Extra Credit – You can earn 5% credit by joining the Earth & Environment department's LinkedIn group. LinkedIn connects students and graduates with other students, alumni and prospective employers. Research companies, industries and graduate programs use LinkedIn, so it can build your professional online presence, and increase your visibility and job prospects. The student jobs portal including tips is <http://linkedin.com/studentjobs>.

Final Grades – A = 93-100%, A- = 90-92%, B+ = 87-89%, B = 83-86%, B- = 80-82%, C+ = 77-79%, C = 70-76%, D = 60-69, F = 0-59%.