

EMA 6920
Section 1E44
Professional Development
Fall 2018

Course Description: Strategies and sound practices in proposal research, creation, and defense.

Prerequisite: Graduate status.

Course Objectives: To demonstrate the expectations for successful completion of (i) departmental teaching assistant assignment, and (ii) the Ph.D qualifying exam within the MSE department.

Contribution of course to meeting the professional component: This course provides 1 credit towards MSE degree requirements.

Meeting Time: M, period 7 (1:55-2:40)

Location: MCCB 3124

Instructor: Jack Mecholsky, Rhines 100D, 846-3306, jmech@ufl.edu

Course Topics

- Teaching Assistant Training
- Professional Ethics
- Proposal Examination
- Identifying a research topic
- Researching a research topic
- Construction of a research proposal- overview and background
- Construction of a research proposal- design of experiments
- Construction of a research proposal- technical writing
- Preparing a research presentation
- Presenting a research presentation
- Oral Examination Questioning
- Defending a research proposal

Grading (S/U): Attendance (required): 10%

Written proposal: 30%

Research presentation: 30%

Oral defense: 20%

Examination questions: 10%

Final grades will be assigned according to the following scale: (S>75%) (U<75%)

Schedule

Aug 27 Orientation/Overview; choosing a research topic

Sept 3 Labor Day- no class

Sept 10 Proposal subject title (due); creating proposal abstract

Sept 17 Proposal abstracts – 300-word limit (due)

Sept 24 Technical writing best practices

Oct 1 1st draft written proposal – 1000-word limit (due)

Oct 8 Oral presentation best practices

Oct 15 1st draft oral presentation – Slide template (due); group review

Oct 22 Teaching Assistant best practices

Oct 29 Oral examinations best practices

Nov 5 Written proposal – 3000-word limit (due)
Nov 12 2nd draft oral presentation – Slide storyboard, all slides (due)
Nov 19 No class
Nov 26 Oral Presentations (all presentations due)
Nov 29 Special meeting day, Oral presentations
Dec 3 Oral Presentations; Examination questions (due)
Dec 5 Special meeting day, Oral presentations

Honesty Policy – All students admitted to the University of Florida have signed a statement of academic honesty committing themselves to be honest in all academic work and understanding that failure to comply with this commitment will result in disciplinary action. This statement is a reminder to uphold your obligation as a UF student and to be honest in all work submitted and exams taken in this course and all others.

Accommodation for Students with Disabilities – Students Requesting classroom accommodation must first register with the Dean of Students Office. That office will provide the student with documentation that he/she must provide to the course instructor when requesting accommodation.

UF Counseling Services –Resources are available on-campus for students having personal problems or lacking clear career and academic goals. The resources include: UF Counseling & Wellness Center, 3190 Radio Rd, 392-1575, psychological and psychiatric services. Career Resource Center, Reitz Union, 392-1601, career and job search services.

Use – All faculty, staff and student of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.