

EML 5937 Graduate Seminar – Syllabus

The MAE Graduate seminar is a zero (0) credit hour (S/U) course that is offered each Fall and Spring academic semesters. All MAE graduate students who are pursuing an M.S. thesis or a Ph.D. dissertation are required to register, participate, and receive a satisfactory (S) grade for the following number of MAE Graduate seminar prior to graduation:

1. Masters (M.S.) Thesis students: are required to register for and successfully complete and earn satisfactory (S) grades for two (2) semesters of MAE Graduate seminar.
2. Doctoral (Ph.D.) students: are required to register for and successfully complete and earn satisfactory (S) grades for four (4) semesters of MAE Graduate seminar.

To receive a satisfactory (S) grade for a semester of the MAE Graduate seminar, a graduate student is required to have at least 90% attendance and complete all required seminar assignments. Refer to If a student earns an unsatisfactory grade (U) for a semester of the MAE Graduate seminar, that semester will not count towards fulfilling graduation requirements.

The MAE graduate seminar will include two (2) sessions on ethics in research in each of the Fall and Spring semesters. All MAE Doctoral (Ph.D.) students are required to complete and pass all four (4) ethics in research MAE Seminar sessions prior to candidacy. The MAE Ethics Seminar sessions are designed to fulfill the university face-to-face workshops requirements on the **Responsible Conduct of Research/Ethics** which is described below:

UCF RCR/Ethics Policy: Doctoral (Ph.D.) students that began in or since Fall 2011 must fulfill the university requirements on the Responsible Conduct of Research/Ethics. It is the university policy that Doctoral students are required to complete the online CITI RCR module and four face-to-face RCR/ethics workshops before they can enter candidacy. Information about the requirement and online CITI RCR module can be found at http://www.students.graduate.ucf.edu/Academic_Integrity_Training/.

Note 1: The MAE Graduate Seminar will be offered as a *special topics course EML 5937 in Spring 2013 and Fall 2013*. It is expected that a regular course number will be assigned to the MAE Graduate Seminar for academic year 2014 and onwards.

Note 2: The MAE Graduate Seminar is scheduled for Spring 2013 on Friday: 2:00 – 3:00 p.m. in Classroom I, room: 320.

Note 3: These requirements apply to all students admitted since Fall 2013. For students admitted prior to Fall 2013: M.S. students are required to sign up and receive a satisfactory (S) grade for one (1) MAE Graduate seminar and Doctoral students are required to sign up and receive a satisfactory (S) grade for two (2) MAE Graduate seminars (in order to satisfy the RCR/ethics prior to candidacy).

What is the MAE Seminar series?

The MAE Seminar series is held every Fall and Spring academic semesters on Friday afternoons. The series aims to expose MAE students and its faculty to research carried out by colleagues at other institutions, foster exchange of ideas between the students and the MAE faculty, and to provide a forum for students to practice and improve technical communication skills. Consequently, the MAE Seminar series is comprised of several components that all-together provide a full program over the course of each semester:

1. **Invited external speakers:** leading researchers from academic institutions in the US and abroad present 45 minute research seminars followed by 15 minute question/answer session.
2. **Invited local speakers:** members of the MAE Department and UCF research community present 45 minute research seminars followed by 15 minute question/answer session.
3. **Graduate student seminars:** MS Thesis and PhD students present 15 minute research talk followed by a 5 minute question/answer session. It is expected that all MAE M.S. Thesis and Ph.D. students will make one (1) such presentation prior to graduation.
4. **Responsible Conduct of Research/Ethics sessions:** two (2) such sessions are held each academic semester. These sessions are facilitated by a designated member of the MAE faculty.
5. **Other lectures:** as needed lecture topics on technical writing and presentation techniques aimed at improving written and communication skills. These lectures are provided by staff from the FTCL and UCF Writing Center and facilitated by a designated member of the MAE faculty.

Seminar assignments

The seminar report should be prepared using a word processing system and be roughly 1-2 pages in length (double-spaced, at most 12 point font). It may include the clearly labeled sections listed below:

1. **Summary:** Provide a high-level summary of the presentation including the following clearly labeled points.
 - **Problem Statement:** In your own words identify the problem addressed in the presentation and why the problem is significant.
 - **Proposed Solution:** Describe the solution method proposed by the speaker or the analysis completed by the speaker.
 - **Results/Finding:** Summarize the major results/findings/conclusions of the presentation.
2. **Critique:** Compose a critique of the presentation. Describe your opinions (positive and negative) about the research, offer an analysis of its strengths and weaknesses, identify items you

particularly like and those that you think could be improved, identify open issues that related to the problem area but are not presented.

3. **Ideas for Follow-On Work:** Describe your ideas for extending and improving upon the presentation. You should clearly and explicitly explain the idea you have for improving the paper and also how you would go about implementing it.

Note 1: All reports, except for Report 1 for the first seminar, are due the next Friday following the seminar, by 5 P. M.

Note 2: Report 1 is due on Friday, Feb. 1st, 2013, by 5 P. M.

Note 3: Reports are only accepts electronically, via Webcourses 2.

Note 4: All Reports will be checked for completeness. Randomly chosen reports will be graded.
