



## **HOS 6931 – Horticultural Sciences Seminar**

1 CREDIT

Spring Semester 2020  
Mondays 4 PM to 5 PM  
2316 Fifield Hall

### **INSTRUCTOR**

Dr. Carlene A. Chase  
1245 Fifield Hall  
(352) 273-4770  
Email: cachase@ufl.edu

### **OFFICE HOURS**

Fridays 1 pm - 3 pm or by appointment

### **COURSE DESCRIPTION**

This course provides a forum for graduate students in the Horticultural Sciences Department to present their **research proposals** to a supportive audience of faculty and peers. Constructive criticism and feedback from the audience can inform improvements in research methodology and extend the scope and impact of the proposed research.

### **COURSE OBJECTIVES**

Upon successful completion of this course, students will be able to effectively communicate their research to scientific audiences through abstracts and oral presentations and to address audience questions and comments in a competent and professional manner. Students will develop/polish these skills through preparation and delivery of a seminar based on their written research proposal. Audience comments and questions are documented, and peer evaluation, instructor evaluation, and seminar recordings are used to provide feedback to participating students.

### **PREREQUISITE**

HOS 6934 – Professional Seminar Preparation.

**TEXTBOOKS:** There is no required textbook.

### **Recommended Texts**

Alley, M. 2013. *The Craft of Scientific Presentations: Critical Steps to Succeed and Critical Errors to Avoid*. Springer, New York.

Malmfors, B., P. Garnsworthy, and M. Grossman. 2004. *Writing and Presenting Scientific Papers*, 2<sup>nd</sup> Edition. Nottingham University Press.

## COURSE SCHEDULE

Date	Activity
Jan 6	Organizational meeting
Jan 10	Deadline to select seminar date
Jan 15	Deadline for seminar titles
Jan 22	Deadline for draft abstracts
Jan 27	2 seminars
Feb 3	2 seminars
Feb 10	2 Seminars
Feb 17	2 Seminars
Feb 24	2 Seminars
<b>Mar 2</b>	<b>Spring Break</b>
Mar 9	2 Seminars
Mar 16	2 Seminars
Mar 23	2 Seminars
Mar 30	2 Seminars
Apr 6	2 Seminars
Apr 13	2 Seminars
Apr 20	2 Seminars

## COURSE OUTLINE

**Organizational Meeting:** Instructor introduction, syllabus, seminar schedule, handouts, examples of previous presentations.

**Presentation preparation:** Students work independently over several weeks to prepare a presentation in consultation with their advisor and the course instructor.

### Student deliverables:

1. Attend Organizational Meeting – Jan. 6.
2. Select a seminar date and time slot (Doodle Poll) – by Jan. 10.
3. Submit advisor-approved seminar title via Canvas – by Jan. 15.
4. Submit draft abstract via Canvas – by Jan. 21.
5. Submit draft presentation – 2 weeks prior to seminar.
6. Submit advisor-approved final abstract and biographical sketch – 1 week prior to seminar.
7. Seminar – (25-minute presentation, 5 minutes for questions).
8. Seminar attendance is required, and seminar evaluations should be turned in at the end of the period. (Off-campus students will upload evaluations to Canvas)

- A written research proposal approved by your advisor is strongly recommended as source material for developing the seminar.
- Instructor will be available by appointment if you need assistance with developing your presentation and for presentation rehearsal.

## **COURSE GRADES**

Students will be assigned a grade of satisfactory or unsatisfactory. A seminar abstract, peer evaluations, and a research proposal seminar presentation will comprise 10%, 30%, and 60% of the grade, respectively. More information on grading policy is available at: <https://catalog.ufl.edu/graduate/regulations/#text> and <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>.

## **COURSE POLICIES**

### Attendance, Class Expectations, and Make-up Policy

Attendance is required. A sign-in sheet will be available for on-campus students. Off-campus students should self-identify upon electronic connection prior to the beginning of seminar to have their attendance recorded. Off-campus students should have their video cameras on during class and microphones should be muted until they are needed for a question or comment. Students are urged to arrive on time to avoid disrupting class. Mobile phones must be turned off during class. Excused absences must be consistent with university policies in the Graduate Catalog (<https://catalog.ufl.edu/graduate/regulations/#text>) and require appropriate documentation. Additional information can be found here: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

### Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs as early as possible in the semester.

### Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

### University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is

either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor.

### Software Use

All faculty, staff and students 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 when 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.

### Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see:

<http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>.

### Campus Resources

#### *Health and Wellness*

- *U Matter We Care*: If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or 352 392-1575 so that a team member can reach out to the student.
- *Counseling and Wellness Center*: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.
- *Sexual Assault Recovery Services (SARS)*: Student Health Care Center, 392-1161.
- *University Police Department*, 392-1111 (or 9-1-1 for emergencies), [www.police.ufl.edu](http://www.police.ufl.edu).

#### *Academic Resources*

- *E-learning technical support*: 352-392-4357 (select option 2) or e-mail to [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu). <https://lss.at.ufl.edu/help.shtml>.
- *Career Resource Center*: Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.
- *Library Support*: <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.
- *Student Complaints*: [https://www.dso.ufl.edu/documents/UF\\_Complaints\\_policy.pdf](https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf).