



HOS 6931 – Horticultural Science Seminar

1 CREDIT

Spring Semester 2024

Mondays 4:05 PM to 5:05 PM

2316 Fifield Hall

INSTRUCTOR

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

OFFICE HOURS

Thursdays from 11 am to 12 noon. Request Zoom appointments via phone or Canvas email.

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.

Carter, M. 2021. Designing Science Presentations: A Visual Guide to Figures, Papers, Slides, Posters, and More. Academic Press

Kirchoff, B. 2021. Presenting Science Concisely. CABI. Boston, MA.

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

COURSE SCHEDULE

| Date | Activity |
|--------|---|
| Jan 8 | Organizational meeting |
| Jan 10 | Deadline to select seminar date |
| Jan 15 | <i>Holiday – Martin Luther King Day</i> |
| Jan 17 | Deadline for advisor-approved seminar titles |
| Jan 22 | Deadline for draft abstracts |
| Jan 29 | 1 seminar |
| Feb 5 | 2 Seminars |
| Feb 12 | 2 Seminars |
| Feb 19 | 2 Seminars |
| Feb 26 | 2 Seminars |
| Mar 4 | 2 Seminars |
| Mar 11 | <i>Spring Break</i> |
| Mar 18 | 2 Seminars |
| Mar 25 | 2 Seminars |
| Apr 1 | 2 Seminars |
| Apr 8 | 2 Seminars |
| Apr 15 | 2 Seminars |
| Apr 22 | 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. 8.**
2. Select a seminar date and time slot (Doodle Poll) – by **Jan. 10.**
3. Submit advisor-approved seminar title via Canvas – by **Jan. 17.**
4. Submit draft abstract via Canvas – by **Jan. 22.**
5. Submit draft PowerPoint presentation – **2 weeks prior to your seminar.**
6. Submit advisor-approved final abstract and biographical sketch – **1 week prior to your seminar.**
7. Seminar (MS: 20-min presentation + 5 min for questions; PhD: 25 min presentation + 5 min for questions).
8. Seminar attendance is required, and seminar evaluations should either be turned in immediately after class or uploaded to Canvas by 11:59 pm the day after the seminars (Tuesday).

A written research proposal approved by your advisor is strongly recommended as source material for developing the seminar presentation.

- Instructor will be available during office hours or 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%, 40%, and 50% of the grade, respectively. More information on grading policy is available at: <https://gradcatalog.ufl.edu/graduate/regulations/>.

COURSE POLICIES

Attendance and Make-up Policy

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:

- *UF Attendance policy:* <http://graduateschool.ufl.edu/media/graduate-school/pdf-files/handbook.pdf> and <https://gradcatalog.ufl.edu/graduate/regulations/>.

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/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.bluer.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://policy.ufl.edu/regulation/4-040/>) 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.

In-Class Recording

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

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 someone is in distress, please contact <https://umatter.ufl.edu/> or 352-392-1575 so that a team member can reach out to the student in distress.
- *Counseling and Wellness Center*: <https://counseling.ufl.edu> or call 352-392-1575 for information on crisis services as well as non-crisis services.
- *Student Health Care Center*: Call 352-392-1161 for 24/7 information to help you find the care you need or visit <https://shcc.ufl.edu/>.

- *University Police Department*: 352-392-1111 (or 9-1-1 for emergencies), <https://police.ufl.edu>.
- *UF Health Shands Emergency Room / Trauma Center*: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; <https://ufhealth.org/uf-health-shands-emergency-room-trauma-center>.
- *GatorWell Health Promotion Services*: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit <https://gatorwell.ufsa.ufl.edu/> or call 352-273-4450

Academic Resources

- *E-learning technical support*: Contact the UF Computing Help Desk (<https://helpdesk.ufl.edu/>, 352-392-4357 or via e-mail at helpdesk@ufl.edu).
- *Career Resource Center*: Reitz Union, Suite 1300, 352-392-1601. Career assistance and counseling. <https://career.ufl.edu/>.
- *Library Support*: Various ways to receive assistance with respect to using the libraries or finding resources. <https://uflib.ufl.edu/>. Marston Science Library: <https://marston.uflib.ufl.edu/>.
- *Teaching Center*: 1317 Turlington Hall, 352-392-2010 or via email at teaching-center@ufl.edu. General study skills and tutoring. <https://umatter.ufl.edu/office/teaching-center/>.
- *Writing Studio*: 2215 Turlington Hall, 352 846-1138. Help with brainstorming, formatting, and writing papers. <https://writing.ufl.edu/writing-studio/>.
- *Student Complaints*: <https://em.ufl.edu/complaint>.