SEMINAR
ANSC 590 A, A1, A2; ANSC 590 N, N1, N2; CPSC 491; CPSC 591; INFO 491; INFO 591;
LIS 483; LIS 583
SPRING, 2012

Instructors:
Sandra Rodriguez Zas (rodrgzzs@illinois.edu) and Gustavo Caetano-Anolles
(gca@illinois.edu)

Room: ASL 292
Time: Thursdays 12:00-12:50PM

Goals:
1) Master presentation and communication skills.
2) Learn and educate on the state of the art bioinformatics, statistical or quantitative omics
   (e.g. transcriptomic, genomic, proteomic), and computational biology foundations and
   applications
3) Develop a bioinformatics, statistical or quantitative omics and computational biology
   community on campus
4) Expose participants to the requirements and expectations that participants have to
   conform at professional meetings

Responsibilities:
1. **Graduate students** taking seminar for zero or one hour credit are expected to
   give one 42-minute presentation. All presentations will be followed by a five-
   minute question/answer session. Students are encouraged to register for up to
   one hour. Registration for two hours must be pre-arranged with the instructors.
2. **All graduate and undergraduate students are** expected to attend seminar.
3. Presentations should be centered on a peer-reviewed manuscript published after
   January 1, 2007. However, the presenter will be expected to be familiar with
   additional materials that support the manuscript being presented (i.e. literature
   review).
4. Presentations may be on the student's research if sufficient results are available
   by the time of the presentation.
5. The presenter is expected to understand the manuscript/topic being presented
   and to answer the audience's questions. Thus, the presenter should research the
   topic before the presentation.
6. The day and time of the presentation will be decided during the first two seminar
   meeting times. Scheduling priority will be given to new students. Assignment of
   presentation days will be done on a first-come, first-serve basis. Presenter must
   select a seminar day using the following link
   http://doodle.com/ays7bhcdnz3zhq8x. Attempts will be made to find the best
   arrangements for all parties in conflict.
7. Presentations must make use of an LCD projector and laptop computer.
8. Presenters can bring their own LCD projector and/or laptop. Alternatively, a
   laptop (labeled Inspiron 7500) and an LCD projector (labeled Snoopy) have been
reserved and are available for pick up by 11:30 AM on Thursdays from room ASL 110. The items checked out must be returned by 1:00PM to the same office.

9. **Presenters must have the presentation equipment ready and be ready to start the presentation no later than 12:05PM on the day of the seminar.** A reduction of half a grade will be applied to presenters starting later than 12:05PM. Presenters are encouraged to pick up the presentation equipment by 11:45 AM on the day of their presentation (especially if they do not have prior experience with the equipment available) and set up the equipment by 12:00PM.

10. **Presenters are expected to end their presentation by 12:45PM on the day of their presentation.** A reduction of half a grade will be applied to presenters ending later than 12:50 PM. Presenters are encouraged to practice their presentation prior to the seminar day to make sure their seminar will end on time.

11. **Seminar attendees are expected to arrive to the seminar room no later than 12:10PM on Thursdays.** Arrivals after 12:10 PM will not count towards attendance.

12. **Seminar attendance is required.** Up to three seminar days can be missed. An additional two seminar days can be missed prior approval by the instructors. Every two additional seminar days missed will result in a reduction of half a grade to the seminar participant.

13. Seminar attendees will evaluate the presenter using an assessment sheet provided by the instructors at the start of each seminar. An example assessment will be provided during the first seminar meeting.

14. **Grading will be based on the audience assessments and considerations such as attendance, title selection and seminar timing.**

15. **Manuscripts and topics for presentation must be communicated and approved by the instructors** (Professor Sandra Rodriguez Zas, rodrdezss@illinois.edu and Gustavo Caetano-Anolles, gca@illinois.edu) **at least one week prior to the presentation.** Students are expected to send an email with the manuscript/topic title selection to both instructors at least one week prior to the Thursday of the presentation. Failure to communicate the topic by the Monday prior to the Thursday of the presentation will result in a reduction of half a grade to the seminar participant.

16. Presenters must make the presentation materials available after their seminar to any seminar participant that requests the materials within one week of the request.

17. **Seminar attendees are expected to provide feedback to the presenter and score the presentation in four main areas** (Significance and Quality: up to 10 points, Knowledge of the subject: up to 30 points, Organization and clarity: up to 30 points and Presentation skills: up to 30 points). **Attendees must complete and hand in the assessment form to an instructor during seminar. The assessment form will serve also as attendance recording.**

18. Students are welcome (although not required) to schedule a time with Dr. Rodriguez Zas to discuss their presentation and receive feedback.