

Guidelines for MCDB 595

Research: Students are expected to devote >20 hrs/week to their research.

MCDB Oral Presentations - Oral Presentations will be held on **usually the last two weeks of the term** at various times. Signups will be on Google doc. The Oral Presentations (PPT format) should be uploaded to the Canvas Assignment section at least 2 days before the scheduled presentation. Don't forget to include your 2-3 questions for the group.

Each student is required to give a formal seminar (PowerPoint slides) on their research progress at the end of the Fall MCDB 595 term (always held in multiple sessions spread out over the last week or two of classes). Each student seminar is capped at 15 minutes, with the slide presentation limited to 10-12 minutes, followed by 3-5 minutes for questions from peers and course instructors. Students should also prepare a final slide that includes 2-3 questions for the audience to discuss. All students are required to attend two full seminar sessions. This includes attending the session in which you are a presenter, and also attending a second full seminar session on a different day in which you are not presenting but are an active member of the seminar audience. Students are expected to arrive promptly and to remain for the duration of each of their two required seminar sessions. Most sessions consist of 5-8 student seminar speakers. The actual time of each session varies from 1.5 – 2.5 hours depending on the number of speakers and the extent of questions from the audience. You will not be required to attend any sessions in the Spring term. A digital projector will be available; however, you should plan on bringing your own laptop to plug into the system.

After each talk, the audience will be allowed to ask questions, and then the speaker will be expected to ask 2 or 3 questions of the audience. A portion of your course grade will be based in part on participation in these sessions. Individual slides should be simple and not overloaded with text. Many skilled presenters find it effective to present only one key idea on each slide, as a general rule, and to provide a title on each slide. Your talk should include an introduction of the overarching biological question that you addressed, an explanation of the approach you took to tackle this question, your results, and the conclusions. Your objective should be to make your presentation clear and interesting to individuals who do not share your research background. It is extremely important to define any technical terms and to avoid acronyms. You should assume that the audience does not know the terminology or background of your field.

Practice your talk. Give a practice talk to the lab you are working in before you give it to the class. As noted in the Research Mentor's contract, their attendance at the session at which you are presenting is expected; if they cannot attend, you should arrange for someone else from your lab to attend. Mentor participation is a critical aspect of the course.

Committee Meetings: Students are to schedule committee meetings in each of the two academic terms no later than mid semester to discuss their thesis and research. The format of the meeting can be arranged by the research mentor. Students should notify the office of the DUS as to the date of the committee meetings via andrea.chamba@yale.edu. The student should complete the top portion of the **Committee Meeting Form (available on Canvas)** and provide the form to the Research Mentor for completion. The Research Mentor is expected to provide the completed form to the office of the DUS via andrea.chamba@yale.edu. Committee meetings may be scheduled by the student through [25LivePro](#).

Submission and Formatting Instructions for All Written Work: All papers should be uploaded to the Assignment section in Canvas by the deadlines stated. ***Additionally, please follow these formatting instructions:*** Students should follow the American Psychological Association Guidelines for formatting. You can use the following URLs for information:

- www.apastyle.org
- https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html (which is referenced by the Center for Teaching and Learning at this URL: <https://ctl.yale.edu/FacultyResources/English>)
- <https://ctl.yale.edu/sites/default/files/files/Formated%20Writing%20an%20APA%20Style%20Empirical%20Paper%20KVCulin.pdf>

Be sure to include a title page with the following information: (a) Title of Research, (b) Student Name, (c) PI Name and names of other laboratory mentors (other than PI), (e) Course & Term. Make sure to include a header on pages 2 through the end of the document with (a) Student Name, (b) Course & Term and (c) Page Number. Save papers as a pdf using the following nomenclature: *StudentLastName_FirstName_MCDBCOURSE_Term&Year.pdf*.

Please send a copy to your full committee at least 1-2 weeks before your Fall Committee Meeting.

MCDB 595 – Intensive Research in MCDB for BS/MS Candidates

Student Contract

As a student conducting year-long independent research for Yale College course credit and the BS/MS Senior requirement, I agree to the following:

- I am expected to devote an average of >20 hrs/week to this research. I am aware that failure to do so will result in withdrawal from the Masters program.
- I will make every effort to attend my research mentor's laboratory meetings.
- I will attend 2 of the student MCDB Oral Presentation sessions (including the one I present at). I understand that failure to do so will result in a half letter grade reduction.
- I will make every effort to schedule my oral presentation at the time that fits with my mentor's schedule.

Name: _____

Signature: _____ Phone: _____ Class _____

Email Address: _____

Research Mentor: _____ Dept.: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Title for Research: _____

Due dates: Student Contract: Due date - MONDAY, January 29, 2024 @ 5:00pm – upload to Canvas.

Committee Meetings: submit form to committee at meeting. Students are to schedule the meeting, book a room, and complete the top portion of the Committee Meeting form and bring to Thesis Advisor at meeting. It is the student's responsibility to upload this completed form to Canvas, and send a copy to office of MCDB DUS via andrea.chamba@yale.edu

MCDB 595 Committee Meeting Form – SPRING

Schedule by mid-semester

Student: _____ Date of Committee Meeting: _____

Thesis Advisor: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Research: _____

Proposal/Plan: _____

Student: It is the student's responsibility to schedule the Committee Meeting Fall date, book a room, fill out the top portion of this form and provide to Thesis Advisor at Committee Meeting.

Thesis Advisor: Please complete the "Proposal/Plan" portion of this form; provide a Letter Grade below - and return to office of MCDB DUS via andrea.chamba@yale.edu.

Proposed MCDB 595 Grade (Fall): _____

**(letter grade) should reflect MCDB Oral Presentation, lab performance.*

Additional Factors for Grade Consideration by the Committee:

1. Progress made since last Committee meeting
2. Knowledge of scientific literature relevant to the research project
3. Thinking critically about research project
4. Demonstrating initiative and independence in experimental design and project directions
5. Motivation and work ethic
6. Technical competence at the bench, trouble-shooting ability
7. Quality and clarity of oral presentations