BCH374Y 2023-2024, U*of*T   Hue Sun CHAN, 2023

Guidelines for Final Research Report and Oral Examination

Final Research Report (submission deadline April 5, 2024, 5pm): At the completion of the project, each student prepares a typewritten report (not more than **10** double-spaced 8.5x11-in letter-size pages, 1" margins all around, 12 point font. The 10-page limit does not include references and a maximum of **5** display items, i.e., figures and/or tables) of their findings. The report should be organized as follows: title, student name, supervisor name, abstract, introduction, materials & methods, results, and discussion. Figures and/or tables should follow the references, one per page, with the legend included with each figure. Multiple-part figures (a, b, c, …) are allowed but each figure as a whole and its caption must fit within one page. Sufficient details should be given in the methods so that the experiments can be understood without reference to secondary sources. Standard techniques can be referenced. Students are encouraged to be selective in the data presented. It is neither necessary nor desirable to present every experiment that was performed. Choose those that best fit with the goals and rationale of the project. Future directions and alternative approaches may also be included in the discussion. The report must be submitted by email as a pdf file to the course coordinator Dr. Hue Sun Chan (huesun.chan@utoronto.ca) on or before **Friday April 5, 2024, 5pm**.

Filename for the report should read: "StudentSurname_GivenName_BCH374Y_FinalReport.pdf" (e.g., "Jane_Doe_BCH374Y_FinalReport.pdf").

Oral Examination (via zoom): The student describes the findings of her or his research, orally, before the exam committee consisting of the supervisor and two other faculty members chosen by the course coordinator. The oral presentation should take no longer than 15 minutes and is followed by a question period of 30 minutes (approximately 45 minutes total). The report, the presentation, and the student's handling of questions during the oral examination will contribute 20%, 10%, and 10%, respectively, to your final mark for the course (40% total). The student's supervisor will be present during the exam, but will not be evaluating the student's presentation or report. The supervisor will evaluate the student's progress separately (15%).

A typical good estimate of the number of slides is one per minute, so the number of slides is limited to FIFTEEN.
    Suggested contents of your slides:
1.   Title slide with your name and project title
2.   Introduction slides providing relevant background, context, and rationale for your project
3.   Significance of the specific scientific question being addressed
4.   Results of your finding during the academic year
5.   Possible future directions for your work
6.   A summary of your results, including what you learned and how your results and inferences fit into existing knowledge in your field and the significance of your findings.

Keep your slides simple. Use pictures instead of words whenever possible. Schematic diagrams and models are a big plus. Step carefully through your experiments, and point to the data you are describing. Tell your audience why you did each experiment, and what you learned from each one. Write a script so you know exactly what you want to say (but try not to read from your script). Rehearse it a lot. Keep the pace steady—don't rush.

Evaluation of your presentation will be based on:

• Organization/clarity (including staying within time limit)
• Delivery (demeanour, pace and speaking voice, audience engagement)
• Effective communication of concepts and data
• Knowledge of material, including background, techniques, and the research you performed
• Design and clarity of slides

Evaluation of your ability to answer questions about your project will focus on:

• Research data, techniques, tools, and controls.
• Project background, rationale, significance, and future directions.