Chem 6210 - Seminar in Analytical Chemistry
Fall 2011 and Spring 2012

Syllabus

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Analytical Division Seminars will be held on Fridays, starting at 1:30 pm in SLSRC 2410.

Course Content

This seminar consists of a series of presentations by primarily graduate students in the Analytical Division. Each student in the division typically presents one seminar each year. The nature of the topic(s) selected is dependent upon the current status of the student in the Analytical Ph.D. Program (see below).

Grading

The grades assigned will be based upon (1) the written abstract, (2) the presentation of the student, (3) the response to questions from the audience concerning the presentation by the student, and (4) the participation of the student as a member of the audience in presentations by other students. Expectations for the level of quality and depth of understanding of the material notably will increase with each subsequent year the student is in the Ph.D. program.

Procedures

Each presenting student should provide a copy of the abstract and any other intended handouts in WORD format to the course instructor (Dr. Taylor) on or before the Friday before the seminar presentation. Dr. Taylor will try to make comments for improvements/modifications and return to the presenter within a few days. The student should distribute the abstract and any other appropriate materials, including the presentation itself, to all members of the division and all regular attendees of the seminar at least by the end of the day (3:30 pm) on the Monday immediately preceding the Friday scheduled for the presentation. This constitutes five days in advance.

While it is presumed that we will have access to appropriate projection materials as needed, it is the responsibility of each student to (1) schedule the necessary equipment with the Chemistry Office as needed (2) check out the equipment and verify appropriate operation in advance of the presentation, (3) acquire the equipment and any other necessary materials immediately prior to the presentation, (4) be knowledgeable concerning the proper operation of the equipment/materials for the presentation, and (5) return all equipment/materials as soon as possible after utilization. Each presenter is responsible (1) to verify that everything presented/projected can be easily read and/or observed from the most remote part of the seminar room and (2) to define any and all terms used in the presentation and the related abstract/handouts.
**Topic Selection:** The topic is selected according to our *Ph.D. Program Guidelines for the Analytical Division (Spring 2009 Revision)*:

In the first year, the student will present a ~45 minute seminar on an assigned topic. A 1-2 page abstract with references should be distributed to all division members five days before the seminar.

In the second year, the student must present a seminar on a topic of their choice. The topic must be approved by the faculty member in charge. The student will thoroughly review the literature, prepare a 5-15 page typewritten report including appropriate references, and present a seminar on the subject. The written report should be distributed to all members of the division and of the student’s Ph.D. Advisory Committee at least one week before the seminar. In both the written report and the seminar, the student must demonstrate the ability to identify the significant problems and results within the area.

In the beginning of the third year, the student will present a seminar based on their research project. The seminar should include the background material, results, and plan for future studies. An extended abstract, 5-10 pages in length, with appropriate references should be prepared and distributed to all members of the division at least one week before the seminar.

For the fourth year and beyond, the student must present a seminar on her/his research or on a faculty-approved topic, typically related to the student’s research project. A 1-3 page abstract with references should be distributed one week before the seminar.

**ADDITIONAL NOTES:**

Transparencies, PowerPoint and/or other visual aids should be utilized with the oral presentation.

In addition to the reviews (and/or lead papers) you use for your abstract, you should read, understand, and summarize approximately 10-20 original research publications for the abstract. Your abstract is expected to be current through all of the most recent publications, including references from the current year. Each reference, including reviews, books, etc., used in the preparation of your written paper must be included in your list of references at the end of the report. The references should include all authors, year of publication, full title, journal name, volume, and pages, *e.g.*:


Furthermore, all material appearing in the text must have appropriate reference annotation — anything less will be considered plagiarism. Any material(s) (*i.e.*, paragraphs, sentences, phrases, ideas, concepts) which is/are, for the most part, taken directly from a particular reference should be placed in quotes and/or indented. Likewise, you should be sure to properly reference material that was viewed only through a secondary source. If, for example, you only saw a summary of an original article in *Chemical Abstracts* but were unable to actually view the original document itself, your reference should cite both the *Chemical Abstract* summary and the original publication.

Reference materials taken from the World Wide Web (Internet) because there is no established review process for the vast majority of the material which appears on the web. Or, stated another way, there is very little acceptable scientific veracity associated with such material. Materials
obtained from the original literature sources are to be far preferred due to the fact that original literature is, for the most part, carefully scrutinized and validated through the peer review process. Nonetheless, if you do employ any materials from the web, these must be properly referenced by annotation and inclusion in the Reference List in the same manner as original and secondary sources mentioned above. Likewise any directly borrowed materials must be properly placed in quotes and/or indented in the same manner as mentioned above. In the utilization of web references, it is particularly important to include the date that the page/site/material was accessed, since web sites are changed at random times.

If there is any doubt whatsoever concerning how/if you should reference material(s) and/or concern about possible interpretations of the proper method(s) for doing so, you should consult with the instructor in charge of the course. Such consultation should occur well in advance of the due date for the abstract distribution and presentation.

Students engaging in academic misconduct (including cheating, plagiarism, and any other action that may improperly affect evaluation) will be subject to sanctions in accordance with the Norman Campus Academic Misconduct Code.

Plagiarism is fundamentally an act of dishonesty in which one claims the work of another to be his/her own. If this has occurred, in the judgment of the evaluator, s/he is mandated to charge the student with plagiarism. Penalties can be as severe as a grade of F for the course and expulsion from the University for occurrences of academic misconduct.

Other Pertinent Policies

The University of Oklahoma is committed to providing reasonable accommodation for all students with disabilities. Students with disabilities who require accommodations in this course are requested to speak with the professor as early in the semester as possible. Students with disabilities must be registered with the Office of Disability Services prior to receiving accommodations in this course. The Office of Disability Services is located in Goddard Health Center, Suite 166, phone 405/325-3852 or TDD only 405/325-4173.

Each student should acquaint her or his self with the University's codes, policies, and procedures involving academic misconduct, grievances, sexual and ethnic harassment, and discrimination based on physical handicap.

In order to aid in communication, the University has established email as an acceptable means of official communication. All University students are assigned an official University email account. Your instructor will be communicating with you through this account. Email sent to this account is expected to be read by you in a timely fashion. For convenience, you can arrange to have your email forwarded to another email account (go to https://webapps.ou.edu/pass), however the University warns that you do so at your own risk. Failure to receive or read, in a timely manner, the communications sent to you via your official email account does not absolve you from knowing the information being sent to you.

The instructor reserves the right to change any items contained in this syllabus. This includes, but is not limited to: course content, scheduled dates, and fraction(s) of final grade assigned to individual components of the course.

Students are expected to be attentive and respectful during the course lectures and to remain seated until the end of the period. Disruptive behavior in the lecture will not be tolerated.