

## ECE 609 Syllabus

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### ATTENTION – PhD STUDENTS

**Coordinator:** Dr. Aaron Gulliver, Graduate Advisor  
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**Objective:** To expose PhD students to different areas of research and to provide a forum for presentation of graduate student research topics.

**Requirements:** Throughout the duration of their program, students are required to **attend a minimum of 24 seminars/webinars**. In general, all seminars/webinars organized within the Faculties of Science and Engineering, and by professional organizations such as IEEE and ACM are acceptable. For other seminars/webinars, please contact the course coordinator before attending for approval. Normally, 8 seminars must be taken per year.

All PhD students are also required to **present a minimum of 2 seminars** during the duration of their program.

**Presentations:** The presentations should be 30-45 minutes with a 15-minute question period. The presentations should preferably focus on a student's research, but should be placed in a wider context to explain to fellow students and researchers, who may not work in the area, what the presenter's research is about. The two seminars should not be scheduled back to back. Typically, the first is given near the date of the oral candidacy examination (or before a conference presentation); and the second before the oral examination. It is the student's responsibility to schedule their seminar well in advance of the presentation date. For virtual presentations, the student must present via Zoom (with UVic encryption). It is also the student's responsibility to notify, via email, their supervisor, the Graduate Advisor, the Graduate Secretary, faculty and graduate students in the Department of Electrical and Computer Engineering of their presentation(s) at least 1 week in advance. This is done by sending an email to [engn-announce@lists.uvic.ca](mailto:engn-announce@lists.uvic.ca). Be sure to specify the date, time Zoom link with applicable information, speaker, title and summary.

**Evaluations:** **After attending a seminar/webinar:** The seminar/webinar must be recorded in the [Online Seminar Logbook](#) for approval by the Graduate Advisor no later than 48 hours after attending the seminar. **After the Graduate Advisor has approved the attended seminar in the Online Seminar Logbook, the seminar entry will automatically be added to the students record.**

**After presenting a seminar/webinar:** Virtual presentations must be presented via Zoom (with UVic encryption). The student must record the seminar presentation and provide the link in the [Online Seminar Logbook](#) to the Graduate Advisor for approval no later than 48 hours after presenting the seminar. **After the Graduate Advisor has approved the presented seminar in the Online Seminar Logbook, the seminar entry will automatically be added to the students record.**

**Seminar Logbook:** <https://www.ece.uvic.ca/logbook/>.

**Notes:** **Program Completion:** At the end of a student's program, the attendance, as well as the number of seminars presented, will be counted. If a student has less than the minimum number required, they will receive an **N** grade.

**Registration:** After a student meets the ECE 609 seminar requirements, it is still necessary for PhD students to register for ECE 609 each term as it will not be graded until all degree requirements are completed.