ATTENTION – PhD STUDENTS
Syllabus: ECE 609 SEMINAR

Coordinator: Dr. Alexandra Branzan Albu, Graduate Advisor, phone 250-721-8681, email ecegradv@uvic.ca

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. In general, all seminars organized within the Faculties of Science and Engineering are acceptable. For other seminars, please contact the course coordinator. Normally, 8 seminars must be taken per year.

All PhD students are also required to present a minimum of 2 seminars during the course 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, and ask their supervisor to reserve an appropriate room. It is also the student's responsibility to notify, via email, their supervisor, the Graduate Advisor, the Graduate Secretary and all faculty and graduate students in the Department of Electrical and Computer Engineering of their presentations at least 1 week in advance. This done by sending an email to engn-announce@lists.uvic.ca. Be sure to specify the date, time and place, speaker, title and summary.

Evaluation: Details of seminars attended and presented must be entered using the online seminar logbook: https://www.ece.uvic.ca/logbook/. It is the student's responsibility to enter this information within 24 hours of attending or presenting a seminar. Students must also provide the list of seminars attended in their Annual Progress Report submitted to their supervisors.

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

Even after seminar requirements are met, it is still necessary for PhD students to register for ECE 609, as it will not be graded until all degree requirements are completed.

Off-Campus: Seminars attended off-campus can be counted towards the course requirements if the subject falls within the scope of the Faculties of Science and Engineering. Students must send a record of the seminar to the Graduate Secretary within 48 hours of attendance. This record must include the abstract, date, time and place, seminar presenter, biography of the presenter, and a 300-word (one-page) summary of the knowledge acquired by the student from the seminar.

Revised: July 2018