Guidelines for Departmental Seminars

For partial fulfilment of the degree of Ph.D. in Biomedical Physiology & Kinesiology

Purpose:

1) To provide an opportunity for students to develop their communication and presentation skills.

2) To provide a forum for students to inform members of the Biomedical Physiology & Kinesiology Department about the student's research.

Topics:

1) Two seminar topics to be approved by the student's senior supervisor.

2) At least one topic should be directly related to the student's thesis research.

Duration:

1) The Departmental Seminar (s) shall typically be 30-40 minutes in duration, followed by an opportunity for the audience to ask questions.

Audience:

1) At least one of the seminars is to be presented to the Biomedical Physiology & Kinesiology Department during the regularly scheduled department seminar times.

2) The Graduate Program Committee encourages students to participate in appropriate scientific meetings and conferences. As such, approval of formal conference presentations, in lieu of one of the departmental seminars will typically be granted.

Forms:

Departmental Seminar approval forms are available from the Graduate Program Assistant and on the BPK website, and should be completed in advance of the seminar.
Seminar Approval Form

Name of Doctoral Student: ____________________________

Seminar Topic: ____________________________

Proposed Date of Seminar: ____________________________

Location of Seminar: ____________________________

Submitted by: ____________________________

Student’s signature

Date (DD-MM-YYYY)

Approval of request to present seminar as Seminar

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Senior Supervisor ____________________________

Signature

Date (DD-MM-YYYY)

Note: The following information is required in advance of presentation, and approval granted in advance, to ensure an ‘external’ seminar presented in a forum other than as a ‘Departmental Seminar’, is considered to meet the calendar requirements.

Forum (e.g., conference name) ____________________________

Anticipated audience ____________________________

Length of presentation _______

Approval of request to present one of the seminars as an ‘External Seminar’

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GPC Chair’s signature

Date (DD-MM-YYYY)

After completion of the ‘external seminar’ the senior supervisor should so acknowledge by signing below:

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Supervisor’s signature

Date (DD-MM-YYYY)

Comments: