

course. The cover page of your paper with both readers' signatures and a final, electronic copy of your paper are due December 3rd. Note that you must get both readers' consent and it may take several iterations before approval so **don't wait until the last minute.**

Oral Presentation

The oral presentation can be conducted either during a seminar period to the department of chemistry or at an approved scientific meeting outside the department. If you have the opportunity to present your research outside the department, you must have it approved by me *before* giving the presentation to receive credit. For oral presentations within the department, the schedule will be determined on a first come, first served basis. Several seminar periods will be allotted for Capstone students with each time slot accommodating up to three presentations. You can choose the seminar date from the list of available dates as you turn in your written reports. Therefore, to be sure and get the seminar date you want, turn in the written report as soon as possible. Guidelines to prepare for the oral presentations can be found in more detail on the seminar webpage. A Powerpoint outline of your oral presentation is due to me on October 3rd. If I have not received the outline by October 3rd, you will receive a grade of No Credit for the course. Your performance on the presentation will be evaluated by faculty members in attendance that day. If more than one fourth of the faculty members find your presentation unacceptable, you will be asked to repeat the seminar. There will be time slots reserved at the end of the semester for those who must repeat their presentation. Failure to receive a passing grade on your oral presentation will result in a No Credit grade for the course.

Timeline

| Event | Date |
|------------------------------------|--------------|
| Seminar Orientation | August 26 |
| Abstract Due | August 29 |
| Completed Written <i>Draft</i> Due | September 26 |
| Powerpoint Outline Due | October 3 |
| Completed Written Report Due | December 3 |

We will have an orientation to seminar on August 26 at 11:00 a.m. in Room S465 to go over the syllabus and answer questions concerning your responsibilities. On August 29, you will turn in a short (4-5 sentences) abstract including your Capstone Title and research advisor.

Miscellaneous policies

I have an Open Communication Policy: If you have any questions class related please do not hesitate to email me or come by my office. Please silence cell phone ringers during class. The instructor reserves the right to answer any ringing cell phones during lecture, or to dismiss the offending student. Use of cellphones / PDAs / MP3 players and similar devices during class will be considered academic dishonesty. Recording of lectures without the instructor's permission is prohibited. Laptops should not be used during class without permission.

Academic Honesty

The university policy will be enforced. See page 70 of the 2014-15 undergraduate catalog. Some examples of academic dishonesty include (but are not limited to) copying another student's assignment, lying about being ill on the day of a test, using a cell phone or other communication device during a test, quoting an author's writing (including material found on the internet) without giving due credit.

http://www.marshall.edu/ucomm/files/web/UG_14-15_published.pdf

Incomplete Coursework

The university policy will be enforced. See page 93 of the 2014-15 undergraduate catalog.

http://www.marshall.edu/ucomm/files/web/UG_14-15_published.pdf

D/F Repeat Rule

See page 88 of the 2014-15 undergraduate catalog.

http://www.marshall.edu/ucomm/files/web/UG_14-15_published.pdf

Accommodations for Disabilities

Students with disabilities must contact the Office of Disabled Student Services in Prichard Hall 117, phone 696-2271 to provide documentation of their disability to ensure proper accommodation. Please visit

<http://www.marshall.edu/disabled> for additional information.