ENCS 8011 Ph.D. Seminar (2 credits)

Following the Doctoral Proposal, the student should register for the Ph.D. Seminar course, which is designed to train students to communicate the results of their research projects to the community and participate in research discussions. This is done when students have sufficiently progressed into their research, normally after 6 (12 for part-time students) months of being admitted to candidacy for the degree of Doctor of Philosophy, which is normally after 24 (48 for part-time students) months of residency, and must be completed before the submission of the thesis. The Doctoral Seminar course will be a one-semester course that will normally start in September. The student's evaluation is based upon attendance in all seminars, a report on the student's thesis research under the direction of the thesis supervisor(s), and an oral presentation. The student will receive a Pass/Fail grade for the Ph.D. Seminar course.

Prerequisite: ENCS 8511 Doctoral Research Proposal.

Ph.D. Seminar Guidelines:

1) The student should prepare a written report with the following main objectives:

- Introducing the research problem and if there have been any deviations from the research goals stated in the proposal, they should be justified (1-3 pages).
- The introduction should also include a brief but more recent literature survey (1-3 pages).
- Presenting the progress made on the research problem since the proposal.
- The report should contain results as well as the methodology leading to them (maximum 10 pages).
- Briefly discuss the remaining work and give an estimate of the time needed for the completion of the work (1-3 pages).
- Conclusions (1 page)
- The presentation of research results is very important for dissemination of information. Therefore the written report should have clarity and be unambiguous.
The format of the report:

- A student may use an appropriate style manual as specified by the supervisor.
- The report should be typed using a 12-point “times new roman” font with 1.5 line spacing.
- The main body of the Report (all chapters and appendices) should be at most 20 pages including figures, tables ….
- The written report format may follow the following suggested outline:

  Cover Page
  Abstract
  Table of Contents
  List of Symbols
  List of Abbreviations

**Chapter 1** Introduction (Try to use layout non specialized technical language)
  - Problem Statement
  - Motivation/Applications (important for the non-specialists)
  - Objectives/Problems
  - Basic Assumption/Limitations
  - Recent Literature Review

**Chapter 2** Background
  Different sections as appropriate to building the theoretical background for the topic **emphasisizing the most recent activities** relevant to the subject.

**Chapter 3** Recent Research Activities
  Numerical/Measured Results and discussions

**Chapter 4** Future Work and Conclusions
  A detailed revised research plan of action and expected milestones
  Potential Implications to knowledge/theory/practice
  References
  Appendices
2) The Presentation consists of three parts:

- A student will have up to 30 minutes for his/her presentation.
- Then, the examination of the committee will take place.
- Finally, the students will have a maximum of 20 minutes for questions.

3) Presentation Schedules

The Ph.D. seminar presentations will be scheduled to take place on a chosen day/time after agreement with the supervisor and all committee members. The PhD Supervisory Committee of the student will be present during the seminar. The student will ensure that the supervisor confirms the availability of the supervisory committee members on the chosen date. The student will send an electronic copy of the report in PDF format to both the GPD (thesis option) and the Graduate Program Coordinator at least two weeks in advance.

4) Evaluation

The Ph.D. seminar course will be graded as Pass or Fail. Following the presentation of a seminar, the Ph.D. Supervisory Committee will make a Pass or Fail decision based on the amount of progress and the quality of the research. The decision will also take into consideration the quality of written, oral presentations and the student’s responses to the questions. If the committee gives a fail decision, then the student will be given a second chance after an appropriate period of time.

An important objective of the seminar course is to enable students to learn from each other. Therefore, each student has to attend at least 75% of all the course seminars. Students may ask questions during the seminar. The GPD will keep a record of the attendance and participation of the students in the question period. Students will also have to satisfy this requirement in order to receive a Pass grade in the course.

Acknowledgments: These guidelines are largely based on Dr. Sebak’s notes.