



### COURSE SYLLABUS

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### Course Description:

This course, required for all research-based students, includes the written and oral presentation of technical papers. The purpose of the seminar course is to provide training for the preparation and presentation of theses and technical papers, and to facilitate the exchange of ideas between students, staff, and invited guests.

### Course Resources/Reference Material/Guides:

- Written Submission Template: <https://www.unb.ca/fredericton/engineering/depts/gge/graduate/gge6910.html>
- APA Citation Guide <http://www.bibme.org/citation-guide/apa/>
- Library Information: [www.lib.unb.ca](http://www.lib.unb.ca)

### Course Policies & Requirements

GGE 6910 is a course in partial fulfilment of requirements for an advanced, research-based degree and is assigned a mark.

- MScE students are required to present one paper, preferably in their second year of study.
- PhD candidates are required to present two papers during their second year of study, once in the Fall term and once in the Winter term. Where two presentations are required, students must register for the course in both terms. An “INP,” meaning “in progress,” will be assigned until the student has met all requirements.
- Course-based MEng students are not required to present a paper.

The topics of the seminar papers must reflect graduate level studies and need to be approved by the student’s supervisor. Papers previously presented or submitted for review to a scientific journal or conference are accepted. Papers prepared for another GGE course cannot be presented in GGE6910 unless significant changes/updates are made; however, revised research proposals are also accepted.

Attendance and participation at the seminar conference is compulsory for ALL graduate students until the residency requirement for the degree is fulfilled, or until the required number of seminar conference papers has been presented, whichever time period is longer.

### Written Submission

Written submissions must be 2,500-3,000 words, or a maximum of 6 pages (excluding abstract and references), and follow the template provided at the link above. It is the student’s responsibility to make arrangements for typing and formatting. The objective is to adopt a conference paper style and you should use the structure that is most appropriate to your research work. Citations should follow the IEEE

format as shown in the template, or any other format that best suits your research. Examples of appropriate paper structures are described below:

1. To present outcomes of your research:
  - Introduction
  - Related Work
  - Methodology
  - Discussion of the Results
  - References
  
2. To present a literature review on a cutting-edge research topic:
  - Introduction
  - Description of Problem or Emerging Technology (explains the problem/technology and what motivates interest in it)
  - Survey (with critical analysis of each paper presented)
  - Conclusion (summarize the paper and describe possible directions for future research)
  - References
  
3. To present a summary of your PhD/MScE research proposal:
  - Introduction
  - Related Work
  - Research Questions and Objectives
  - Expected Results
  - Conclusions
  - References

The full text of the technical paper to be presented must be submitted electronically to the graduate program secretary ([afarnham@unb.ca](mailto:afarnham@unb.ca)) in PDF format on or before the deadline posted below. The technical content, composition, and format of the paper will be reviewed by the student's supervisor, who will provide feedback to the student. Seven aspects will be evaluated, each rated on a scale of 0-10:

- Content is appropriate for graduate level studies and seminar presentation
- Topic appeals to GGE students outside the research focus
- Topic is important to researchers within the field
- Paper is technically sound
- The title and abstract provide a clear, accurate indication of the material presented
- Organization of the paper
- References are complete and accurate

Errors, omissions, and deficiencies should be corrected and a final copy submitted to the graduate program secretary following the oral presentation.

### **Oral Presentation**

The graduate seminar is organized by the graduate program assistant, who will produce a schedule of presentations at least two weeks before the event. A call for volunteers to chair the seminar sessions will be sent out at that time. All students and faculty within the department will be invited to attend and



**University of New Brunswick**  
**Department of Geodesy & Geomatics Engineering**  
**GGE6910 Graduate Seminar | Fall & Winter Terms**

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provided with copies of presentation abstracts. Your oral presentation will be evaluated by all faculty members in attendance.

Presentations should be 15 minutes in length, followed by a 5 minute question and discussion period. Presentations are evaluated based on five components, each rated on a scale of 0-10:

- Content is an appropriate level for graduate studies
- Problem and motivation are clearly presented
- Appropriate examples and illustrations were used
- Presentation was well organized and well-articulated (this includes quality of visual and audio aids; timeliness; language, projection and demeanor of presenter)
- Questions were answered effectively

Each session will conclude with refreshments while audience members vote on the best presentation. The winner of this vote will receive a certificate and small prize in recognition. Feedback and comments from faculty members will be collected and sent to each presenter within a week following the seminar.

### **Course Deadlines**

Below is the *intended* schedule. It is subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better student learning. Students will be notified if and when changes are made.

#### ***FALL TERM (2019)***

Sept. 13 – Last day to register for GGE6910 Graduate Seminar without incurring a late fee

Sept. 30 – Submit an outline/proposal to your supervisor for approval

Oct. 7 – feedback/approval due from supervisor

Nov. 4 – Written submission to be sent to the graduate secretary for supervisor assessment

Nov. 22 – feedback/assessment due from supervisor

Nov. 28-29 – Oral presentations at graduate seminar

Dec. 6 – final assessments and feedback due from faculty members

Dec. 30 – Submit final version of paper to the graduate secretary

#### ***WINTER TERM (2020)***

Jan. 17 – Last day to register for GGE6910 Graduate Seminar without incurring a late fee

Jan. 31 – Submit an outline/proposal to your supervisor for approval

Feb. 7 – feedback/approval due from supervisor

Mar. 9 – Written submission to be sent to the graduate secretary for supervisor assessment

Mar. 27 – feedback/assessment due from supervisor

April 2-3 – Oral presentations at graduate seminar

April 9 – final assessments and feedback due from faculty members

April 30 – Submit final version of paper to the graduate secretary



## Grading Scale:

Letter	A+	A	A-	B+	B	B-	C+	C	D	F
Numerical	90-100	80-89	75-79	70-74	65-69	60-64	55-59	50-54	45-49	0-44
GPA	4.3	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.0	0.0

Students in GGE6910 are required to achieve a minimum grade of A- to receive university credit.

## Course Marking Scheme

For MScE Students:		For PhD Candidates:	
Written Submission 1	50%	Written Submission 1	25%
Oral Presentation 1	50%	Oral Presentation 1	25%
		Written Submission 2	25%
		Oral Presentation 2	25%

## English Competence

The Department expects graduate students to be able to express themselves correctly in the English language. Problem sentence construction, word usage, and punctuation are all covered in the department's style manual. Use of spelling and grammar-checking capabilities available within word processing software can be a good start, but should not be relied upon on its own. As an informal check, students are encouraged to have capable colleagues and friends inside and outside the department proofread their written submissions as an independent check of spelling, grammar, and clarity of communication. As another means of providing informal feedback, free or fee-based online proofreading services are available at the student's own risk. Links to some of these services are provided below. Local specialists in the UNB community may undertake in-person proofreading for a fee. Keep in mind that no online sites and very few professional proofreaders are content experts in geodesy and geomatics engineering, so the ultimate responsibility for the quality of a written submission always remains with the student.

For extensive help with the English language, you can seek the help of the UNB Writing and Study Skills Centre: <http://www.unb.ca/fredericton/student-services/academics/writing-centre/index.html>.

## Online Proofreading Services

- <http://www.grammarly.com>
- <http://www.paperrater.com>
- <http://proofreading.org>
- <http://www.gingersoftware.com>
- <http://webshop.elsevier.com>

## Technical Support

Information Technology Services (ITS) Help Desk can be reached by phone 453-5199, email - [helpdesk@unb.ca](mailto:helpdesk@unb.ca), or visited in person at the Harriet Irving Library Learning Commons. <http://www.unb.ca/its/get-it-help.html>



## Academic Offences

Penalties for plagiarism and other academic offences range from a minimum of F (zero) in the assignment to a maximum of suspension or expulsion from the University, plus a notation of the academic offence on the student's transcript.

Please see the regulations provided by the School of Graduate Studies for further information: <https://www.unb.ca/gradstudies/current/resources/regulations-and-guidelines/regulations/academic-offences.html>. It is the student's responsibility to know the regulations.

Academic offences include, but are not limited to, the following:

## Plagiarism

Plagiarism includes:

1. quoting verbatim or almost verbatim from any source, regardless of format, without acknowledgement;
2. adopting someone else's line of thought, argument, arrangement, or supporting evidence (such as, statistics, bibliographies, etc.) without indicating such dependence;
3. submitting someone else's work, in whatever form (essay, film, workbook, artwork, computer materials, etc.) without acknowledgement;
4. knowingly representing as one's own work any idea of another.

## Dishonesty in Publication

It is a violation of academic honesty to knowingly publish information that will mislead or deceive readers. This includes the falsification of data or information, as well as the failure to give credit to collaborators as joint authors or the listing as authors of others who have not contributed to the work. Plagiarism is also considered a form of dishonesty in publication.