



UNIVERSITY OF CALGARY

DEPARTMENT OF MATHEMATICS AND STATISTICS COURSE OUTLINE

1. Course: AMAT, PMAT, STAT 621 and 621A

Term: class time	Room	Instructor	Office	Tel. No.	e-mail	Office hours
Fall: T 15:30 – 16:50	MS431	K. Bauer	MS 578	220-7675	bauerk@ucalgary.ca	By appoint.
Winter: T 12:30 – 13:50	TBA	B. Sun	MS 544	210-8473	Cindy.bsun@ucalgary.ca	By appoint.

Fall term: TUESDAYS, 15:30 – 16:50, MS 431, K.Bauer, Office MS 578 Tel. No. 220-7675,
e-mail: bauerk@ucalgary.ca, Office Hours: by appointment.

Course website will be hosted on Desire 2 Learn (D2L) under the title AMAT/PMAT/STAT 621 or 621A.

Department of Mathematics and Statistics – MS476 Telephone number – 403-220-5210

2. Prerequisites: None.

3. **Grading:** The University policy on grading and related matters is described sections F.1 and F.2 of the online University Calendar. This is a PASS/FAIL course. In determining whether or not a student has successfully passed the course, the following criteria will be used:

Individual oral presentation with abstract	[1]
Attendance at other seminars	[2 per term]
Portfolio documents	[4]
Group Project	[1]
Class attendance and participation	[25]

A passing grade in each component of the course is required for a passing grade in the course. Recall that in graduate courses, a grade of at least B- (or 80%) is required to pass the course.

4. **Missed Components of Term Work:** The regulations of the Faculty of Science pertaining to this matter are found in the Faculty of Science area of the Calendar in Section 3.6. It is the student's responsibility to familiarize himself/herself with these regulations. See also Section E.6 of the University Calendar

5. There are no scheduled out-of-class activities.

REGULARLY SCHEDULED CLASSES HAVE PRECEDENCE OVER ANY OUT-OF-CLASS-TIME-ACTIVITY. If you have a clash with this out-of-class-time-activity, please inform your instructor as soon as possible so that alternative arrangements may be made for you.

6. **Course Materials:** *There is no required textbook for this course.*

Online Course Components: Students will be asked to view and post material to the D2L site for this course.

7. **Examination Policy:** There are no examinations scheduled in this seminar course.

8. **Writing across the curriculum statement:** In this course, the quality of the student's writing in reports and abstracts will be a factor in the evaluation of those reports and abstracts. See also Section E.2 of the University Calendar.

9. OTHER IMPORTANT INFORMATION FOR STUDENTS:

- (a) **Academic Misconduct:** (cheating, plagiarism, or any other form) is a very serious offence that will be dealt with rigorously in all cases. A single offence may lead to disciplinary probation or suspension or expulsion. The

Faculty of Science follows a zero tolerance policy regarding dishonesty. Please read the sections of the University Calendar under Section K. Student Misconduct to inform yourself of definitions, processes and penalties

- (b) Assembly Points:** In case of emergency during class time, be sure to FAMILIARIZE YOURSELF with the information on assembly points.
- (c) Academic Accommodation Policy:** Students with documentable disabilities are referred to the following links: Calendar entry on students with disabilities and Student Accessibility Services. MSC452 Phone: 220-8237
- (d) Safewalk:** Campus Security will escort individuals day or night (<http://www.ucalgary.ca/security/safewalk/>). Call 220-5333 for assistance. Use any campus phone, emergency phone or the yellow phones located at most parking lot pay booths.
- (e) Freedom of Information and Privacy:** This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). As one consequence, students should identify themselves on all written work by placing their name on the front page and their ID number on each subsequent page. For more information see also <http://www.ucalgary.ca/secretariat/privacy>.
- (f) Student Union Information:** VP Academic Phone: 220-3911 Email: suvpaca@ucalgary.ca
SU Faculty Rep. Phone: 220-3913 Email: sciencerep@su.ucalgary.ca
Student Ombudsman Phone: 220-6420 Email: ombuds@ucalgary.ca
- (g) Internet and Electronic Device Information:** You can assume that in all classes that you attend, your cell phone should be turned off unless instructed otherwise. Also, communication with other individuals, via laptop computers, Blackberries or other devices connectable to the Internet is not allowed in class time unless specifically permitted by the instructor. If you violate this policy you may be asked to leave the classroom. Repeated abuse may result in a charge of misconduct.

Tentative schedule of activities

Date	In-class activity	Assignments due
9/9	Welcome	
9/16	Applying for grants & scholarships	
9/23	Oral presentation instruction	
9/30	Technical writing workshop	
10/7	Individual presentations 1,2	Title/abstract due 1 week prior
10/14	Individual presentation 3,4	
10/21	Individual presentations 5,6	
10/28	Individual presentations 7,8	Research/project proposal due
11/4	Individual presentations 9,10	
11/11	Reading day; no meeting.	
11/18	Individual presentation 11, 12	
11/25	Individual presentation 13, 14	
12/2	Individual presentation 15,16	
1/13	Individual presentation 17, 18	
1/20	Individual presentation 19, 20	
1/27	Individual presentation 21, 22	
2/3	Individual presentation 23, 24	Teams formed
2/10	CV/resume and cover letter workshop	
2/17	Reading week: no meeting	
2/24	Teaching philosophy workshop	Topic for group project due

3/3	Peer editing	CV/resume, Cover letter, teaching philosophy
3/10	Interview skills	
3/17	Mock Interview	
3/24	Team presentations 1, 2	Title/abstract due one week prior; final paper due at presentation.
3/31	Team presentations 3, 4	
4/7	Team presentation 5, 6	
4/14	Team presentations 7, 8	

Department Approval _____ Date _____