

DCP 7794

DOCTORAL SEMINAR: 1 CREDIT HOURS

FALL SEMESTER, 2018

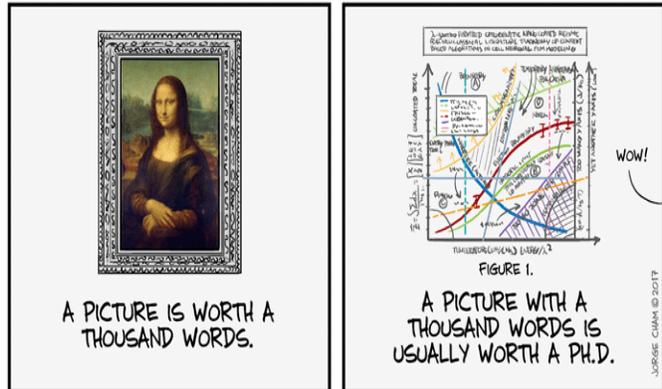
Instructor: Uma Sarmistha, Ph.D.,

Hours: Monday - Period 7 (1:55 PM - 2:45 PM)
Location: ARCH 411

Office hours: By appointment
Office: 441 Architecture Bldg.
email me 24/7 at sarmistha@ufl.edu

Prerequisites: Enrollment is limited to DCP
Doctoral students.
Required Text: None

TRUISMS



WWW.PHDCOMICS.COM

COURSE STATEMENT

This seminar is designed to assist doctoral students in multiple aspects of their career as a student and as an academic. This course addresses various topics, such as, finding your research question, conceptualizing your dissertation, writing your dissertation, job market and the challenges, conference presentations, and other related topics. Overall, this seminar provides information to students to successfully navigate the doctoral process. Also, this class help students to enhance their communication, presentation and team building skills.

COURSE STRUCTURE:

The course is organized in a seminar format that will involve a variety of teaching styles that including – lectures, facilitated discussions, in-class exercises, and student presentations. The course is intended to be a more discussion based. I would encourage all students to take part in the class discussion. The course consists of four elements: reading assignments, in-class discussion, in-class presentations, and written assignments. Being able to effectively communicate your ideas and analysis of course material in writing will form an important component of this course.

In conjunction with the University of Florida's emphasis on technology in teaching, E-learning Support Services will be utilized in this class. Students should already be familiar with word processing, Internet-browsing software, and E-learning Support Services (<http://lss.at.ufl.edu>). If you do not know how to use the E-learning Support Services, contact them directly (learningsupport@ufl.edu) or (352) 392-4357.

GRADING RULE:

<i>Assignments</i>	% of grade
Assignments and Projects	20%
Participation in class discussion	20%
Final Proposal presentation	40%
Rating by peers	20%

RECOMMENDED STYLE GUIDES

- A Manual for Writers of Research Papers, Theses, and Dissertations by Kate L. Turabian (7th edition). 📖
- The Chicago Manual of Style (15th edition) [<http://www.chicagomanualofstyle.org>]
- Publication Manual of the American Psychological Association (5th edition) [<http://www.apastyle.org>] 📖
- The Elements of Style by William Strunk Jr. and E.B. White. [<http://www.bartleby.com/141/>] 📖

Please check course program and reading lists for appropriate location of all materials and call numbers. Any difficulty accessing materials should be reported to instructor or UF Libraries staff. Inability to access course materials will not constitute a justification for not completing assignments. Here are just a few of the many links and web addresses to facilitate your access to UF Libraries:

Library Homepage

<http://www.uflib.ufl.edu> (for all library services and collections, including Course Reserves)

Ask-A-Librarian

<http://www.uflib.ufl.edu/ask> (direct email or online chat for assistance)

IR @ UF

<http://ufdcweb1.uflib.ufl.edu/ufdc/?g=ufirg> (to access the UF digital Institutional Repository)

Theses & Dissertations

<http://www.uflib.ufl.edu.lp.hscl.ufl.edu/etd.html>

Library Tools and Mobile Apps

<http://www.uflib.ufl.edu/tools> (smart phone apps, RSS feeds, etc.)

STUDENT SUPPORT SERVICES

For any technical issues you encounter with your course please contact the UF computing Help Desk at 342-392-HELP (4357), select option 2. For Help Desk hours visit: Information Technology–UF Computing Help Desk (<http://helpdesk.ufl.edu>).

UNIVERSITY POLICIES

University policies on such matters as add/drop, incomplete, academic probation, termination of enrollment, reinstatement, and other expectations or procedures can be found in the graduate student handbook (<http://graduateschool.ufl.edu/student-life-and-support/student-handbook>) and at the Dean of Students website (<http://www.dso.ufl.edu/>).

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT

Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>).

NETIQUETTE: COMMUNICATION COURTESY

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. Course communication should be civilized and respectful to everyone. The means of communication provided to you through e-Learning (email, discussion posts, course questions, and chats) are at your full disposal to use in a respectful manner. Abuse of this system and its tools through

disruptive conduct, harassment, or overall disruption of course activity will not be tolerated. Conduct that is deemed to be in violation with University rules and regulations or the Code of Student Conduct will result in a report to the Dean of Students.

Refer to the Netiquette Guide for Online Courses (<http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>) for more information.

STUDENT HONOR CODE

In adopting this Honor Code, the students of the University of Florida recognize that academic honesty and integrity are fundamental values of the University community. Students who enroll at the University commit to holding themselves and their peers to the high standard of honor required by the Honor Code. Any individual who becomes aware of a violation of the Honor Code is bound by honor to take corrective action. Student and faculty support are crucial to the success of the Honor Code. The quality of a University of Florida education is dependent upon the community acceptance and enforcement of the Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>).

The Honor Pledge: *We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity by abiding by the Honor Code.*

On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: *"On my honor, I have neither given nor received unauthorized aid in doing this assignment."*

SPECIAL ACCOMMODATIONS

Students requesting disability-related academic accommodations must first register with the Disability Resource Center (<http://www.dso.ufl.edu/drc/>). The Disability Resource Center will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.

WEEKLY PLAN

Week	Schedule	Assignments
Week 1 Discussion	Introduction Where are you in your degree program? What do you want to get out of this seminar? Why PhD	Assignment: Review the College Doctoral Materials (“2012-2013 Doctoral Studies Handbook”)
Week 2 Discussion	Step 1: Finding Research Agenda/ Identifying Research topic For proposal samples see Sample Proposal Visit from Library	Assignment: Read the sample proposals. Summarize the main points from three samples and present in next class.
Week 3 Discussion	Step 2: Identifying a Faculty Member with whom you want to work on your dissertation Student Presentation: Findings from Sample Proposal. 5-7 mins. presentation on main finding from sample proposal. <ul style="list-style-type: none"> • Structure of Proposal • Tone of proposal • What to include and not to include. 	Identify a faculty member with whom you want to work on your dissertation and get an appointment. If you already have a chair for your committee then discuss your PhD game plan. Read literature around your topic of interest and prepare questionnaire for the faculty member you are going to visit.
Week 4 Discussion	Step 3: The Doctoral Experience: Elements of the dissertation <ol style="list-style-type: none"> 1. Courses 2. Putting together a committee 3. Qualifying exam - How to prepare and what to expect at your proposal (and dissertation) defense? 4. Admission to candidacy 5. What do you want to do with your degree? 6. Grant funding to support your fieldwork and feed/cloth yourself and your family 	Read over the UF Graduate School website and see the UF dissertation checklist http://gradschool.ufl.edu/editorial/introduction.html See also the format requirements and the ETD information
Week 5 Discussion	Step 4: Integrity of Work You Produce (Plagiarism; referencing; copy right) Library Visit	Feedback on discussion with faculty member.
Week 6 Discussion	Group discussion on topic of interest and talking to faculty member. (I will divide the class into groups of 2-3 – to discuss the topic of interest) Discuss readings on theory	Discuss the importance of a cohesive theory to help guide the dissertation research and writing.
Week 7 Discussion	Revisit Research Progress All students present/discuss their research to date: <ul style="list-style-type: none"> • What problems are you having?; Why?; Where?; How? ; When? 	Assignment: Find/read three dissertation Introductions of your interest and present it in class.

Week 8 Discussion	Step 5: Effective Presentation of your Work Student presentation on earlier dissertation	Start working on teaching philosophy
	Spring Break	
Week 9 Discussion	Student Presentation on findings from earlier dissertation	
Week 10 Discussion	Step 6: Professionalism (conferences, peer-review process, etc.) Conference – Poster presentation and Paper Presentation <ul style="list-style-type: none"> • What to include and not to include in a good presentation • Timing and tone of presentation 	
Week 11 Discussion	Discussion : Game Plan for PhD program	Start working on final Presentation
Week 12 Discussion	Step 7: Career Development and Professionalism: <ul style="list-style-type: none"> - Job Market and Dissertation - Publication - professional networking, juggling the demands of teaching, research and service) - Teaching Philosophy - Research Statement 	Start working on final Presentation
Week 13 Discussion	Discussion	Work on final presentation
Week 14 Discussion	In- class group discussion on final presentation (I will divide the class into groups of 2-3 – to work on final presentation)	
Week 15 Discussion	Final Class Presentation : Proposal that works !!	