Description

Effective written communication will be required throughout your career to ensure the impact of your work. This communication will occur in the form of technical reports and manuscripts, patents, grant and scholarship proposals, conference abstracts, and other professional correspondence. This course is designed to enhance your ability to effectively communicate in these different contexts by introducing you to effective written communication skills and to feedback strategies that will enable you to also help improve the work of your coworkers. Assignments will make use of your past or present research data and peer-to-peer feedback to translate the course material into practical use.

Prerequisites: The course is open to Graduate students in Chemistry

Corequisite(s): None

Antirequisite(s): Chem 9844U – Experiential Learning and Professionalism in Chemistry 1 (0.25 credits) and Chem 9855Y - Experiential Learning and Professionalism in Chemistry 2 (0.5 credits)

Enrollment: to be capped at 20 students

Contact hours 3 hours per week. Thursdays 9:30 am - 12:20 pm: Sept. 14, 21, 28 and Oct. 5, 12, 26, MSA 3204

Evaluation (tentative)

Attendance and participation in peer review activities: 20%
Abstract: 20%
Elements of a scientific manuscript: 30%
Short research proposal: 30%

Outline
1. Giving and receiving effective feedback
2. Key principles of effective communication
3. Effective strategies and steps for preparing written documents
4. Applications of written communication strategies – scientific manuscripts, theses, abstracts
5. Strategies for preparing research proposals
6. Preparation of effective figures and graphical displays

Course Materials

There is no required textbook. Course notes and electronic supplements will be provided during the course. The following can serve as useful references but are not required:

- Trees, Maps, and Theorems. Effective Communication for Rational Minds, Jean-Luc Doumont, Principiae
- The Craft of Scientific Writing, M. Alley, Prentice-Hall.

Course attendance and missed/late assignments

If you are unable to meet a course requirement due to illness or other serious circumstances, you must provide valid medical or other supporting documentation to your instructor immediately. It is the student's responsibility to make alternative arrangements with their instructor once the accommodation has been approved and the instructor has been informed.

Notes on Academic Honesty

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_grad.pdf

All required papers may be subject to submission for textual similarity review to the commercial plagiarism--detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (http://www.turnitin.com).

Health and Wellness
As part of a successful graduate student experience at Western, we encourage students to make their health and wellness a priority. Western provides several on campus health-related services to help you achieve optimum health and engage in healthy living while pursuing your graduate degree. For example, to support physical activity, all students, as part of their registration, receive membership in Western’s Campus Recreation Centre. Numerous cultural events are offered throughout the year. For example, please check out the Faculty of Music web page http://www.music.uwo.ca/, and our own McIntosh Gallery http://www.mcintoshgallery.ca/. Information regarding health- and wellness-related services available to students may be found at http://www.health.uwo.ca/. Students seeking help regarding mental health concerns are advised to speak to someone they feel comfortable confiding in, such as their faculty supervisor, their program director (graduate chair), or other relevant administrators in their unit. Campus mental health resources may be found at http://www.health.uwo.ca/mental_health/resources.html.