The University of British Columbia

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COGS 402 End of Term Activities and Requirements

In the final 7-10 days of before final exams begin, students must make a final presentations and then submit a final research report (one week after the presentation). Here are guidelines for preparing the presentations and final reports.

Before a grade can be given, students must have their supervisors submit evaluation reports. These evaluations constitute 45% of student grades, so make sure that your supervisor acts swiftly. The evaluation form, which gives guidance to the supervisor, can be downloaded from the course site, but even an email from the supervisor to the instructor can suffice.

Research Presentations (oral)

place, date, and *time*

• Check the course website (or your email) for details.

• Note that usually more than one session is needed, and that **attendance is required for all enrolled students**, even if they are not presenting that day (Reasonable excuses will be accepted, but not happily).

format

• Each student makes a 5 minute presentation, which is followed by up to 10 minutes of discussion.

• In preparing your presentation, it is not required that you use presentation software, but experience has shown that these presentations are easier to communicate than purely oral presentations.

• Whatever medium or combination of media you choose for your presentation, you will have only a few minutes to tell your audience:

  WHAT your research question was;
  WHY it was interesting and/or worth pursuing;
  HOW you carried out the research:
  WHAT RESULTS you obtained.

• A good rule of thumb is to show no more than 1 slide per minute – thus, your presentation should contain no more than 5 slides.

Research Reports (written)

The final research report is due one week after the presentation. If you want to receive your grades in a timely fashion, then make sure you submit your papers on time. If you foresee an unavoidable delay, make sure you contact the instructor, rather than go missing.

As for the details of the report, you should all know the drill by now from COGS 401 and from our earlier meeting in the term.

• The **Introduction** provides a clear and succinct thesis statement addressing the What, Why, and How of your research project, followed by more detailed descriptions of the research question (What), its history and justification (Why).

• In many cases, you will want to include a stand-alone **Methods** section describing the methodology that was developed or adopted for carrying out the research (How).

• The results should be presented either on their own in a **Results** section or in conjunction with their discussion in a **Results and Discussion** section.

• End the paper with a **Summary** of what you have (or have not) done along with speculation about how the work might be further developed or applied in future.

Students always want to know how many pages are required. Sorry, part of the assignment is to know how much is enough. A hint however is that 6-7 pages is usually too little and more than 15 too much – i.e., 10-12 pages is usually ideal.

Some of you will not have made as much progress as you had hoped and will be panicking. Is this a problem? It depends: students often have developed more intricate studies than they had expected or perhaps should have done, and have run out of time. Generally, if you have spent the kind of time that was mandated for the course (9 hours /week), then whether or not you have definitive conclusions to report should not be all that important. Rather you should write up what you have. If you still have concerns after reading this, please get in touch with the instructor ASAP.

Research Supervisor evaluations

THESE ARE CRITICAL! They account for 45% of your grade, so make sure that your supervisors complete them and send them to me by email (preferred) or by mail. These can now be downloaded from the course website in form-fillable format (.DOC and .PDF). If you or your supervisor has questions, please contact *cogs@interchange.ubc.ca* immediately.

Finally, **remember** that research should be fun!