UNIVERSITY OF FLORIDA
COLLEGE OF MEDICINE SYLLABUS

NEUROSCIENCE
GMS 6910 Capstone Portfolio
(2 credits)
Delivery Format: Online

Instructor Name:

Jeremy Flint, PhD
Email Address: jflint@mbi.ufl.edu

Office Hours: Students request and schedule online Zoom meetings

Preferred Course Communications: Email through Canvas course platform

Prerequisites: Completion of GMS 6007 with B- or better or consent of instructor. Designed for graduate students in online MSc program.

Course Overview:

This 2-credit course is a required course in the Online Master's Program in Biomedical Sciences with a concentration in Biomedical Neurosciences. It is intended to be completed in your final semester of enrollment (i.e the semester in which you intend to and apply to graduate); however, if you did not earn a score of at least 84% on your project revision assignment in the Fundamentals of Neuroscience course (GMS 6007) you may need to enroll in the capstone portfolio course prior to your final semester. Please ask your graduate coordinator (Melissa Naidu) and the course instructor (Jeremy Flint) for clarification and details. This course will cover the steps necessary for successful creation of your capstone portfolio required for graduation: By the end of the capstone course, students will be able to present contemporary research content (key data) in the context of the work immediately preceding its publication (background) as well as make inferences about logically extending the contemporary work and advancing the field (future directions) within their capstone portfolio project. In addition, they may provide both written and presentation elements drawn from specific, pre-approved assignments from their program coursework which help to explain what drives their personal interest in the field of neuroscience.

Course Objectives and/or Goals:

To showcase the student's scholarship and mastery of topics under active research in the field of neuroscience. Such mastery is exhibited through their ability to interpret, present, and make inferences about the content of contemporary neuroscience research published in high-impact, academic journals. By the end of this course, students will be able to interpret the content of recent neuroscience research (key data) and teach the content of said research to non-expert audiences in the form of an audiovisual presentation. In addition, they will be able to contextualize the content of the work by teaching the audience about the research that immediately preceded the work (background) and making informed predictions about what direction work in the field may take in the near future (future directions). In addition to the required presentation portion (one chapter or one VT portfolio project), students may also submit written essays (2), project chapters (1), or poster presentations (2) as additional elements needed to fulfill the capstone portfolio requirements.

Instructional Methods:

All assignments and interactions within this course will be asynchronous and will take place within the online course platforms Canvas and VoiceThread. Questions about specific portfolio content (requirements, eligibility, etc.) should be addressed via Canvas email directly to the instructor from which the work was assigned and reviewed. The assignments will include written presentation transcripts which will be uploaded to Canvas and the text boxes of individual slides in VoiceThread. They will also require the creation of visual media (slides) and spoken, audio transcripts in VoiceThread. Use of the doodle-tool will be required in conjunction with creating audio transcripts so that you may walk the audience through schematic image and key data image content. When completed, your finished capstone chapters or VT portfolio projects will resemble cohesive lectures in which you are instructing your audience on topics based on the key data identified from recent (featured) studies. In addition to reviewing your presentation content, instructors will read and listen to submitted essays and/or additional presentation content (chapters and poster presentations) that comprise the elements of your individual portfolio. We will also assess your narrative submission (final assignment) in which you give context to all the included portfolio elements.

Description of Course Content:

Your uploaded coursework that will comprise your completed capstone portfolio should take one of the four following formats…

1. First Chapter + Second Chapter + Narrative (three elements total)

2. First Chapter + VT Project + Narrative (three elements total)

3. First Chapter + First Element (essay/poster/project) + Second Element (essay/poster/project) + Narrative (four elements total)

4. VT Project + First Element (essay/poster/project) + Second Element (essay/poster/project) + Narrative (four elements total)

Depending on when you entered the Online Master's Program and how many project / chapter elements you have successfully developed (84% [B] or higher and a grade of satisfactory "S" in a previous semester of the capstone course) for inclusion in your portfolio, the composition of individual portfolios will vary. This revised format is intended to give you, the student, more freedom in determining which type of media and communication method best suits your unique style and strengths. So, even though each completed portfolio will contain elements of written, and verbal communication intended to showcase your proficiency in these critical areas related to working within scientific disciplines, the choice to include which project, essay, and presentation elements in your portfolio compilation will offer you a great deal of latitude when considering which topics are most important to your scientific interests and which assignment formats are best suited to your personal strengths.

Course Schedule

Note: Since the Capstone Portfolio is a compilation of completed elements from your tenure in the Online Master's Program, students should not delay in building their portfolio submissions. It may be possible for you to upload all required elements early in the semester and begin working on your narrative transcript immediately after. So, although the assignment schedule below is based on the time allotted to us during a full semester, access to assignment pages for uploading materials to the capstone portfolio will not be date restricted.

Week and Assignments

1&2	Drop-Add / Orientation
3&4	Identification and Compilation of Suitable Elements for Inclusion in Portfolio
5&6	First Submission: Presentation content (capstone chapter or VT project)
7&8	Second Submission: Second Presentation (capstone chapter or VT project) or First Element (essay/project/poster)
9&10	Third Submission: No Presentation (skip submission) or Second Element (essay/project/poster)
11&12	Fourth Submission: Narrative assignment
13&14	Fifth Submission : Optional additional element submission required for contextualization of other portfolio elements

Course Materials and Technology:

Course Materials

• All reading assignments are assigned from the primary literature or other published texts. No textbook is required.

• Recorded VoiceThread lectures are accessible through the Canvas course website. Students are required to email questions about coursework directly to instructor through the Canvas email interface.

• Assignments and presentation content for the portfolio will be uploaded to Canvas or linked through Canvas. These will include audio / video and text file submissions as well as links to VoiceThread shells containing portfolio content, respectively.

• Online, scheduled synchronous meetings between individual students and the instructor will be available by request throughout the semester using

Zoom Conferences.

Required Technology

• Laptop or desktop computer equipped with microphone and video camera. The microphone will be used to create the audio transcript content of capstone portfolio elements, and the camera will be used for video conferencing related to project preparation. There are VoiceThread apps that are available for free for iOS and Android devices that can be used to view the VT and comment on them. I strongly recommend that you use a laptop or desktop computer when working on your capstone project for this course.

• High-speed, broadband internet connection such as DSL or cable. A broadband Internet connection is strongly recommended. Slower connections may affect your ability to interact with materials in the course. It is also recommended that you try to submit all course assignments in advance of the deadline since network speeds can slow significantly during periods of high-volume use.

SPECIAL NOTE: Some users with satellite Internet service may find their online courses do not load quickly or consistently due to satellite network design issues.

• Canvas courses are best viewed using Chrome or Firefox. For specific questions about browser compatibilities and general questions about e-learning at UF please go to https://helpdesk.ufl.edu

WHEN DO I CONTACT THE UF HELPDESK?

In the event that you have technical difficulties with E-learning (CANVAS), please contact the UF helpdesk at learning-support@ufl.edu, or (352) 392-4357 - select option 2. If your technical difficulties will cause you to miss a due date, you MUST report the problem to E-learning. Include the ticket number that you are given in an e-mail to the instructor to explain the late assignment/quiz/test.

Types of questions that should be directed to the Help Desk:
1. I can't log into E-learning
2. I have clicked on the "submit" button for my assignment and nothing is happening
3. I can't upload an assignment (be sure that you have reviewed the tutorial on how to do this BEFORE you contact the Help Desk)
4. E-learning has given me an error message and I can't submit my

assignment.

NOTE: Late work that involves technical difficulties with E-learning MUST be accompanied by a ticket number from the Help Desk.

ALSO - Be sure to be familiar with the hours of operation for the UF help desk since they are oftentimes not available after 10:30pm on workdays and after 8:00 pm on weekends. Their hours are posted at http://helpdesk.ufl.edu/about/business-hours/

Academic Requirements and Grading

Assignments

Assignments will include presentation transcripts uploaded to Canvas in addition to presentation materials assembled in VoiceThread. For presentation materials, students will select from a list of pre-approved publications (featured studies) to feature in chapters of their capstone by presenting material from the studies in the VoiceThread interface. Alternatively, VT project materials from the Fundamentals of Neuroscience course may also be used to satisfy the presentation content requirement. In addition to chapter presentations, essay content, poster presentations, or additional project chapter materials may be submitted to fulfill the required portfolio submissions. Lastly, a portfolio narrative will be included with your materials in order to explain your interest in them, why each was selected, and how they fit into your programmatic and/or professional goals.

Grading

This course is an S/U course. To receive a passing grade, students must compile a portfolio consisting of excellent examples of their coursework and score no less than 84% on their included narrative assignment. In order to be eligible for inclusion in the portfolio, an element must have received a score of 84% or greater based on its original assessment. You must confirm the grade of an element you intend to submit by contacting the instructor in whose course the portfolio element was completed. To earn an "S" for this course, students will be required to earn an aggregated mean score of 84% or greater based on their individual portfolio elements and the grade on their narrative assignment.

Late assignments

We recognize that personal circumstances arise that may interfere with your ability to meet a deadline. If you anticipate missing a deadline, please let the

instructor know as soon as possible and they will work with you to resolve the issue. Your emails sent through Canvas will be responded to within 2 business days (typically sooner). Please see the UF Attendance Policies concerning absences, religious holidays, and illness. In general, late assignments, quizzes, and tests will not be accepted unless you have obtained a deadline extension from the instructor. If you encounter technical difficulties with assignments, be sure to include a UF helpdesk ticket number in your request for a deadline extension if you plan to request one. The extension request MUST be submitted within 24 hours of the technical difficulty. More information on UF grading policy may be found at: https://catalog.ufl.edu/graduate/regulations/#text

COURSE EVALUATION

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at the end of the course. You will receive an email from UF when your evaluation is ready to be completed. These evaluations are very important to instructors since they help instructors to identify areas of a course that are working well and those that might require improvement. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of student evaluations are available to students at https://evaluations.ufl.edu/results/.

PLAGIARISM

Students must understand what plagiarism is and must not engage in this behavior when completing assignments and tests in this course. The University of Florida Student Honor Code states that plagiarism includes but is not limited to:

1. Quoting oral or written materials including but not limited to those found on the internet, whether published or unpublished, without proper attribution.

2. Submitting a document or assignment that in whole or in part is identical or substantially identical to a document or assignment not authored by the student.

Students whose assignments/presentation content exhibit evidence of plagiarism will receive zeros on those assignments for the first offense and will receive a warning. Students who continue to engage in this behavior after the warning will be reported to the UF Dean of Students Office for conduct violations.

PROHIBITED COLLABORATION OR CONSULTATION

Students found to be involved in collaborating on assignments (except for assignments designated as group projects) will receive zeros for those assignments and receive a warning. Students who continue to engage in this behavior after the warning will be reported to the UF Dean of Students Office for conduct violations.

HOW TO SUCCEED IN ONLINE COURSES

First, you need to be aware that online learning poses its own unique challenges. Because the online classroom is available to you 24 hours a day it is easy to delay work on course material, forget deadlines, and not put enough work towards drafting or revising presentation materials. These challenges are exacerbated when a student is not a 'self-starter' or if they do not possess good time management skills including use of automated reminders. Unlike traditional instructional settings in which each student goes to the same class, the online setting enables every student to "create" the class of his or her choosing. In theory, this type of instruction should be more adaptable to a variety of learning styles; however, the reality is that some students have not yet determined their optimal learning style. Poor performance in online courses often can be directly linked to procrastination and poor time management (trying to do a week's worth of work just before the assignment deadline). Rushing to complete assignments before the 11:59 pm deadlines on Fridays is NOT a good strategy because you miss out on instructor feedback and drafting revisions that are necessary to improve your assignment content. You are expected to adhere to the posted assignment deadlines, but you may submit assignments before the deadlines. There are two things you can do to ensure that you are informed of deadlines. First, it is important that you take advantage of the notification features of Canvas so that you receive reminders when assignments are due and can receive notices when new information is posted in the course. You should take a moment to modify your notification

preferences so that you can take advantage of what Canvas offers. Your preference settings can be accessed by clicking on your account icon in the left menu panel on the Canvas page (your photo or icon on top of icon listing) and by selecting Notifications from the list. Second, it is important that you check your ufl.edu email on a daily basis which is the email address that Canvas and I will use to communicate with you.

ACADEMIC HONESTY

As a result of completing the registration form at the University of Florida, every student has signed the following statement: "I understand that the University of Florida expects its students to be honest in all their academic work. I agree to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University." We fully support the intent of the above statement and will not tolerate academic dishonesty. All enrolled students are expected to follow the University of Florida Honor Code (excerpt above). The full text can be found at: https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/ Student guidelines for ethical behavior can be found at: https://catalog.ufl.edu/UGRD/student-responsibilities/

Please also review the use of copyrighted materials, which can be found on the Health Science Center Library's web page: https://library.health.ufl.edu/ Given the likelihood that your Capstone project will contain materials that are protected by copyright provisions (e.g. published figures) it is important that you do not post your project on social media outlets or publish them in other forms that may violate the copyright held on referenced materials.

Accommodations for Students with Disabilities:

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center by visiting https://disability.ufl.edu/students/get-started/. It is important for students to share their accommodation letter with their instructor and discuss their access needs as early as possible in the semester. The College is committed to providing reasonable accommodations to assist students in their coursework.

Counseling and Student Health

Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or

are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

● The Counseling and Wellness Center 352-392-1575 offers a variety of support services such as psychological assessment and intervention and assistance for math and test anxiety. Visit their web site for more information: http://www.counseling.ufl.edu. On line and in person assistance is available.

● You Matter We Care website: http://www.umatter.ufl.edu/ . If you are feeling overwhelmed or stressed, you can reach out for help through the You Matter We Care website, which is staffed by Dean of Students and Counseling Center personnel.

● The Student Health Care Center at UF Health is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at UF Health offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: https://shcc.ufl.edu/

● UF Health Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32698, ufhealth.org/emergency-room-trauma-center.

● University Police Department: Visit police.ufl.edu/ or call 352-392-1111 (or 9-1-1 for emergencies).

● Crisis intervention is always available 24/7 from: Alachua County Crisis Center: (352) 264-6789 http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx

Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

Academic Resources

E-learning technical support: Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.

Career Connections Center: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services https://career.ufl.edu/

Library Support: https://uflib.ufl.edu/ ask various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center: Broward Hall 352-392-2010 or to make an appointment 352 392-6420.

General study skills and tutoring. https://academicresources.clas.ufl.edu/

Writing Studio: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers. https://writing.ufl.edu/writing-studio/

Student Complaints On-Campus: https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/

On-Line Students Complaints: distance@dce.ufl.edu