

CRN: 60578 / 60610

**Course Description:** Seminar Prep is a one-term course that prepares PSU chemistry graduate students for their second year seminar presentations.

**Instructor:** Dr. Scott Reed, Office: 309, SB1, 503-725-8512, sreed@pdx.edu

**Class Meetings:** Class meets Tuesdays from 12:00 to 1:50.

**Office Hours:** Tuesday 2-5 pm, or send me an email to set up an appointment.

**Grading:** The course is graded P/NP, based on attendance, completing assignments, and presenting a talk on a literature topic.

**Topics We Will Cover:**

- Searching the literature
- Selecting a good literature topic for a presentation
- Converting a paper to a talk
- Speaking skills - Handling an audience
- Preparing and presenting a poster / grant writing

**Schedule:**

Date:	Topics	Room
April 2 (Wed) Introduction and Overview (Special Day/Time)		
1 pm – 2 pm in SB1, 304		
April 8 (Tues)	Searching the literature	TBD
April 15 (T)	Converting a paper to a talk	SB2, 139A
April 22 (T)	Preparing a talk, Speaking skills	SB2, 139A
April 29 (T)	Selecting a literature topic	CRAMER 224
May 6 (T)	Student Presentations	CRAMER 224
May 13(T)	Student Presentations	CRAMER 224
May 20 (T)	Student Presentations	CRAMER 224
May 27 (T)	Reviewing Presentations	CRAMER 224
June 3 (T)	Wrap-up and evaluation	

**Assignments:** There will be a number of required in-class and out of class assignments. These assignments are meant to be straightforward, require limited time, and benefit you as you prepare to present formal seminars.