Graduate Seminar Mentoring in BIOS 581/2 ◆ 2007-08

What are Seminar Mentors?

Seminar Mentors are senior graduate students and postdocs from the Department of Biochemistry & Cell Biology who have been selected by faculty in BCB and the Cain Project in Engineering and Professional Communication to advise BIOS 581/2 speakers. Mentors have the following roles:

- Advising on slide content and design before the seminar
- Using the criteria in the speaker evaluation form to give feedback
- Commenting on delivery and handling of questions after the seminar.

To provide the best possible feedback, speakers will be paired with Mentors who are semi-experts in their area of research.

Will I work with a Mentor?

Mentors focus their attention on students with less experience giving presentations, although students with more experience may have the choice of working with a mentor. Requirements for students are outlined below.

Requirements for students in 2nd or 3rd year of study

You are **required** to meet twice with a Mentor (once before and once after your seminar). A Mentor assigned to you will contact you by email approximately two weeks before your scheduled presentation. Four to seven days before your seminar, you will meet with your Mentor and “talk through” your presentation. Second-year students or 3rd year speakers with little experience are advised to schedule this meeting well in advance of the seminar—you may wish to revise and meet again with your Mentor before your scheduled seminar date.

Your mentor will attend your seminar and meet with you the following week to discuss your presentation.

Requirements for students in 4th year of study

You are **required** to meet with your Mentor just once, **before** your seminar, to share your presentation and receive feedback. Your Mentor will attend your seminar and email you feedback afterward.

Requirements for students in 5th year of study

You are **encouraged but not required** to meet with a Mentor. Consult the BIOS 581 website at [http://www.bioc.rice.edu/bios581](http://www.bioc.rice.edu/bios581) after December 1, 2007, for the names and contact information of this year’s Mentors. Please contact the Mentor you wish to work with at least one week in advance of your desired meeting date.

**Students in 6th year of study or higher will not work with a Seminar Mentor.**

How else can I improve my seminar?

It is highly encouraged that students give a copy of their PowerPoint presentation to their advisor a week before their talk. This will allow scientific input on the broader scientific perspective and key details of the talk.