

## Senior Seminar Agriculture 4II

**Instructor:** Dr. Gary L. Janicke Room 5, Carter Bldg. 622-2231  
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### Objectives:

- 1) To help students use Career Development and Placement in obtaining meaningful employment in an area of their choosing.
- 2) To be able to research and communicate scientific material.
- 3) To evaluate the students knowledge and professionalism in the field of Agriculture and Horticulture.

Text: Reading assignments from selected materials prior to resume and cover. The library should be the primary source of information for your research topic. The Office of Career Development and Placement will provide information on job search strategies.

### Course Requirements:

- 1) Attendance and participation at all seminar and lecture sessions is mandatory. **(See Grades on page 3)**
- 2) Complete a usable resume and mock cover letter to a company of your choosing. Resume and cover letter is due to the instructor **January 26, 2005**. Each class period that the resume and cover letter is late will result in the lowering of one letter grade.
- 3) Mini Seminar presentation. **Seminar must be totally original. Presenters must make reference to two authorities.**
- 4) Seminar presentation. Semi-formal attire is required during this presentation. An outline of the presentation is required one week prior to the scheduled date. **Four reference citations are required during the formal presentation to qualify statements. Once again the seminar must be totally original. Presenters must make reference to at least four authorities.**
- 5) Presentations must use **only** Powerpoint generated materials. **NO** demonstrations are allowed to substitute for a professional presentation. **All** statements of fact must be proven within the presentation. **All** presentations must contain statements of fact not feeling of fact.

### **Agriculture Department Attendance Policy**

Students enrolled in Agriculture Department classes are required to attend all scheduled class meetings. If a student has a legitimate reason to be absent (personal illness, critical illness, death within the immediate family or participation in a University approved activity), they are expected to discuss it with his instructor prior to an anticipated absence and make arrangements for any make-up work that must be done. Completion of make-up work is the responsibility of the student. The instructor will judge the validity of the reason for an absence.

In case of an emergency in which the above requirements cannot be met, the student should inform the instructor at the first opportunity after returning to the campus and should present adequate and documented reasons. In all cases, the student has the responsibility for requesting the opportunity to make up work. Absences in excess of 20 percent of a class will automatically result in a failing grade unless waived by the instructor and department chairman.

Students who have unexcused absences forfeit the right to do make-up work especially quizzes and exams given that day.

Enforcement of this policy is the responsibility of the instructor. Unexcused absences may be used as a factor in determining a grade for the course.

### **Business and Technology Skills Conference**

Mark on your calendar APRIL 1, 2005 for the annual Skills Conference. This is a required conference for all Agriculture Students. Be there or be .....

### **University Disability Statement**

If there is any student in this class who is in need of academic accommodations and who is registered with the Office of Services for Students with Disabilities, please make an individual appointment with the course instructor to discuss accommodations. Upon individual request, this syllabus can be made available in alternative forms. If any student who is not registered with the Office of Services for Students with Disabilities has need of academic accommodations, please contact the Office directly either in person at SSB 361 or by telephone at 622-1500.

**Grades:** Grading will be based on the following criteria:

- 1) Completion of all assignments on time (Weight 10%)  
Resume and Cover Letter
- 2) Quality of Mini Seminar (Weight 20%)  
Topic Research, organization, visual and oral presentation
- 3) Quality of Major Seminar (Weight 45 %)  
Adequate research of topic - 15%  
Organization of seminar - 5%  
Quality & use of visuals - 15%  
Oral presentation - 10%
- 4) Objective (Weight 5%)  
Discussion after the seminars  
Visual effort  
Creativity
- 5) Attendance (Weight 5% per **unexcused** absence)
- 6) **Exit Exam** (Weight 20% of total course grade)  
Students are expected to make a score of 70% or above on the Exit Exam in order to gain the full 20%. Students making less than 70% on the Exit Exam will have their total course score reduced by 1% point for each % point below 70% score on the Exit Exam. Students making 50% or below on the Exit Exam will receive NO points for the exam toward the final grade in the course. Students **MUST** take the exit exam in order to receive a passing grade in this course. The Exit Exam will be given at the regularly scheduled final exam time of **1 PM Monday, May 2, 2005.**

### **Calendar of Events**

<u>Date</u>	<u>Topic</u>
January 12 -	Course Introduction - Developing an Oral Presentation
January 19 -	Resume Construction
January 26 -	Seminar Presentation Demonstration

February 2 thru March 2 - Student Mini-Seminar Presentations

March 9 thru April 27 - Major Seminar Presentations

***AGRICULTURE 4II - Seminar Critique***

Speaker \_\_\_\_\_

Seminar Topic \_\_\_\_\_

**MAJOR SEMINAR EVALUATION**

<u>Category</u>	<u>Points</u>	<u>Score</u>	<u>Comments</u>
Organization of Seminar	10	_____	_____
Research of Topic	15	_____	_____
Quality & Use of Visuals	15	_____	_____
Oral Presentation	10	_____	_____
Total		_____	

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Additional Comments: