Course Description

This course focuses on professional skills development in research proposal writing and the peer review process for grant applications and manuscripts. It provides a context for grant submission within the health research funding environment in Canada. Strategies for presentation of proposed research, formative work with pilot data or background research, and grant structure are covered. Students will also acquire strategies and skills in peer reviewing grants and manuscripts.

Prerequisite: Epidemiology 9551A and Biostatistics 9509A or 9510A

Course Objectives

Upon successful completion of this course students will be able to:

• Describe the principles of peer review process for research grants
• Write an initial draft of main components of a health research proposal
• Describe the principles of peer review process for journal articles
• Write a review of a research manuscript

Course Materials

You will be responsible for all required course materials and announcements posted to the course’s OWL website. Please ensure that when you log in you are able to access the course site.

Methods of Evaluation

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<tr>
<th>%</th>
<th>Type</th>
<th>Details</th>
<th>Due Date</th>
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</thead>
<tbody>
<tr>
<td>10</td>
<td>Participation</td>
<td>Participation in class</td>
<td>Each class</td>
</tr>
<tr>
<td>25</td>
<td>Presentation</td>
<td>Lead a class discussion</td>
<td>Week selected</td>
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<tr>
<td>20</td>
<td>Assignment</td>
<td>Peer review of manuscript (in pairs)</td>
<td>March 20 in class</td>
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<tr>
<td>30</td>
<td>Project</td>
<td>Overview of main components of proposal (in pairs)</td>
<td>April 8 by 4:00</td>
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<tr>
<td>15</td>
<td>Assignment</td>
<td>Peer review of another group's proposal (in pairs)</td>
<td>April 15 by 4:00</td>
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Meeting Deadlines
Students should speak to the instructor well in advance of deadlines if there are extenuating circumstances interfering with ability to meet course expectations. If the instructor has not granted a deadline extension in advance, late assignments will be penalized by 10% per day late.

Policy on Accommodation for Medical and Non-Medical Absences
All non-medical absences must be approved in advance. In the case of an unexpected absence on compassionate grounds, documentation may be requested. If documentation is required for either medical or non-medical academic accommodation, then such documentation must be submitted by the student to the instructor.

Statement on Academic Offences
Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence: https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_grad.pdf

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (http://www.turnitin.com).

Support Services
As part of a successful student experience at Western, we encourage students to make their health and wellness a priority. Western provides several on campus health-related services to help you achieve optimum health and engage in healthy living while pursuing your degree. For example, to support physical activity, all students, as part of their registration, receive membership in Western’s Campus Recreation Centre. Numerous cultural events are offered throughout the year. Please check out the Faculty of Music web page http://www.music.uwo.ca/, and our own McIntosh Gallery http://www.mcintoshgallery.ca/. Information regarding health- and wellness-related services available to students may be found at http://www.health.uwo.ca/

Registrarial Services: http://www.registrar.uwo.ca
USC Student Support Services: http://westernusc.ca/services/
Student Development Centre: http://www.sdc.uwo.ca/
SGPS Life & Community web page: https://grad.uwo.ca/life_community/self/index.html

Students seeking help regarding mental health concerns are advised to speak to someone they feel comfortable confiding in, such as their faculty supervisor, their program director (graduate or undergraduate chair), or other relevant administrators in their unit.

Students who are in emotional/mental distress should refer to Mental Health@Western http://www.uwo.ca/uwocom/mentalhealth/ for a complete list of options about how to obtain help.

Student Accessibility Services
Western is committed to achieving barrier-free accessibility for all its members, including graduate students. As part of this commitment, Western provides a variety of services devoted to promoting, advocating, and accommodating persons with disabilities in their respective graduate program.
Graduate students with disabilities (for example, chronic illnesses, mental health conditions, mobility impairments) are encouraged to register with Student Accessibility Services, a confidential service designed to support graduate and undergraduate students through their academic program. With the appropriate documentation, the student will work with both SAS and their graduate programs (normally their Graduate Chair and/or Course instructor) to ensure that appropriate academic accommodations to program requirements are arranged. These accommodations include individual counselling, alternative formatted literature, accessible campus transportation, learning strategy instruction, writing exams and assistive technology instruction.

**Department & Faculty Offices**
The Epidemiology & Biostatistics main office is located in K201 in the Kresge Building on Main campus.

**Technology Requirements**
You are responsible for all required course materials and announcements posted to the course’s OWL website. Please ensure after the first class that when you log in you are able to access the course site. A copy of the course outline will be available on both OWL and the departmental website.

**Cell Phone and Electronic Device Policy**
The Schulich School of Medicine & Dentistry is committed to ensuring that testing and evaluation are undertaken fairly across all our departments and programs. For all tests and exams, it is the policy of the School and the Department of Epidemiology and Biostatistics that any electronic devices, i.e., cell phones, tablets, cameras, or iPod are strictly prohibited. These devices **MUST** be left either at home or with the student’s bag/jacket at the front of the room and **MUST NOT** be at the test/exam desk or in the individual’s pocket.

Any student found with one of these prohibited devices will receive a grade of zero on the test or exam. Non-programmable calculators are only allowed when indicated by the instructor. The Department of Epidemiology and Biostatistics is not responsible for stolen/lost or broken devices.

**Course Schedule**

**Week 1**  Feb  28  Introduction to course

**Week 2**  March  6*  Writing a grant proposal, components to include Initial discussion of proposal topics & objectives (Post topic & objectives to OWL by Tues. March 5)

**Week 3**  March  13*  Peer review of manuscripts for publication

**Week 4**  March  20  Grantsmanship and proposal writing practice

**Week 5**  March  27*  Strategies for positive reviews within context of CIHR process

**Week 6**  April  3  Presentations of research proposals

*student-led discussions