

Department of Epidemiology and Biostatistics

Epidemiology 4900E

Research Project and Seminar

Course Syllabus for Fall 2022 - Winter 2023



Western University is committed to a **thriving campus**; therefore, your health and wellness matter to us! The following link provides information about the resources available on and off campus to support students: <https://www.uwo.ca/health/> Your course coordinator can also **guide you** to resources and/or services should you need them.

1. Technical Requirements:



Stable internet connection



Laptop or computer



Working microphone



Working webcam

2. Important Dates:



Classes Begin	Reading Week	Classes End	Study day(s)	Exam Period
September 8	October 31– November 6	December 8	December 9	December 10–22

* November 30, 2022: Last day to drop a first-term full course without penalty

Classes Resume	Reading Week	Classes End	Study day(s)	Exam Period
January 9	February 18-26	April 10	April 11-12	April 13–30

3. Contact Information



Course Instructor	Contact Information
Igor Karp, MD MPH PhD	ikarp@uwo.ca

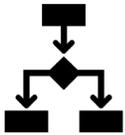
Teaching Assistants	Contact Information
Surim Son	sson8@uwo.ca
Karina Tassiopoulos	ktassiop@uwo.ca

Course Description and Design

This course is designed for undergraduate honors students in the Department of Epidemiology and Biostatistics. Course meetings will take place (as needed) on Friday afternoons.

Students in this applied research course will develop skills in identifying and clarifying a research question, carrying out a methodologically critical review of literature, identifying data sources, conducting appropriate statistical analyses, interpreting results, and presenting findings orally, in posters, and in written technical reports or journal manuscripts.

Delivery Mode: blended



Timetabled Sessions

Component	Dates and Time	Location
Lab	Friday / 13:30-15:30	TBA

Attendance at sessions is required

All course material will be posted to OWL: <http://owl.uwo.ca>. Any changes will be indicated on the OWL site and discussed with the class.

If students need assistance, they can seek support on the [OWL Help page](#). Alternatively, they can contact the [Western Technology Services Helpdesk](#). They can be contacted by phone at 519-661-3800 or ext. 83800.

[Google Chrome](#) or [Mozilla Firefox](#) are the preferred browsers to optimally use OWL; update your browsers frequently. Students interested in evaluating their internet speed, please click [here](#).

4. Learning Outcomes

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

- identify and clarify a research question
- carry out a critical review of literature
- identify data sources
- conduct appropriate statistical analyses
- interpret results
- present findings orally, in posters and in written technical reports or journal manuscripts



5. Course Content and Schedule

Week	Dates	Topic
1	Sept 9	Course introduction and orientation
2	Sept 16	
3	Sept 23	
4	Sept 30	
5	Oct 7	
6	Oct 14	
7	Oct 21	
8	Oct 28	
9	Nov 4	<i>Reading Week – No classes</i>
10	Nov 11	
11	Nov 18	First oral presentation
12	Nov 25	First oral presentation
13	Dec 2	First oral presentation



Week	Dates	Topic
1	Jan 13	
2	Jan 20	
3	Jan 27	
4	Feb 3	
5	Feb 10	
6	Feb 16	
7	<i>Feb 19-26</i>	<i>Reading Week – No classes</i>
8	Mar 3	
9	Mar 10	
10	Mar 17	
11	Mar 24	Second oral presentation
12	Mar 31	Second oral presentation
13	Apr 7	Second oral presentation

Course Timeline and Format

Students will submit their first written report around the middle of the Fall semester. This report is intended to give students the opportunity to introduce the background and rationale for their project and outline the methods that they will use to answer their research question(s). An oral presentation will be given at the end of the Fall semester. Final oral presentations will occur in April while the final written reports are due at the end of the Winter semester. Two assignments will also be completed: one in the fall and one in the winter semester. All presentations and written reports will be graded by the course coordinator.

Choosing your project and supervisor:

The research projects undertaken by honors students can take very different forms, depending on the supervisor and type of research. The guiding principle is that students must perform a project designed to address a specific research question or questions. Discuss this with your supervisor. Prior to the beginning of the Fall term of your fourth year you may approach faculty that you are interested in working with about potential projects in their research group. Keep in mind that it is not required that you find a supervisor prior to the beginning of the term and projects will still be available. If you do find a supervisor prior to the beginning of the term, send an email to the coordinator for your course. Copy your supervisor on that email. For those students who did not arrange for a supervisor prior to September, the second and third weeks of the term will be dedicated to interviews to help you find a match.

First Written Report:

The first written reports are due Friday, October 21, 2022 by 5 pm. The first written report should be no more than 3 pages long (double-spaced), plus references. It should provide an introduction to your project, state your research questions, and summarize your proposed study design.

First Oral Presentation:

First oral presentations will take place in late November – early December. Presentations should be no longer than 10 min, followed by 5 min for questions. Presentations that go over this time will be cut off. Students should present the research question(s) that their proposal will address, background information and preliminary results, and outline the methods that will be used. Slides should be prepared in PowerPoint or a similar presentation software. Students should discuss details of content and form with their supervisor prior to preparing their presentations. Project students must attend the entire session and will be graded both on their presentation and their role as question askers.

Second (Final) Oral Presentation:

The final oral presentation will occur in late March – early April. It should be no longer than 15 min, followed by up to 10 min for questions. Presentations that go over this time will be cut off. Students should present an introduction to their project, rationale, research question(s), results, and discussion. Slides should be prepared in PowerPoint or similar. Students should discuss details of content and form with their supervisor prior to preparing their presentations. Project students must attend the entire session and will be graded both on their presentation and their role as question-askers.

Final Written Report:

Final reports are due Friday, April 21, 2023 by 5 pm. (NO EXTENSIONS). Late reports will not be accepted. Reports are to be written in the style of a research paper with an Abstract, Introduction, Methods, Results, and Discussion sections. Figures and legends should be prepared as if for publication and appended to the end. References should be handled appropriately. Specifics of content and style should be discussed with your supervisor. Reports should be no more than 20 pages not including abstract, figures, and references. Reports should also be double-spaced using 12-point font and 1-inch margins. You are expected to get your report to your supervisor two weeks prior to the deadline for feedback. Your supervisor can give you general feedback and guidance at this time, but may not rewrite your paper for you.

Final Performance Evaluation:

At the end of the course, your supervisor will evaluate your overall performance. This will be based on your commitment, effort, initiative, overall understanding of the project, and intellectual contribution and performance. The final performance evaluation is due Friday, April 28, 2023 by 5 pm.

6. Participation and Engagement

- Students are expected to participate and engage with content as much as possible



7. Evaluation

Below is the evaluation breakdown for the course. Any deviations will be communicated.

Assessment	Weighting	Due Date
First written report	10%	October 21, 2022
First oral presentation	10%	
Second oral presentation	25%	
Second written report	25%	April 21, 2023
Final performance evaluation	25%	April 28, 2023
Class participation	5%	



- All assignments are due at 5pm EST unless otherwise specified
- Students are responsible for ensuring that the correct file version is uploaded; incorrect submissions including corrupt files could be subject to late penalties (see below) or a 0

Click [here](#) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

90-100	One could scarcely expect better from a student at this level
80-89	Superior work which is clearly above average
70-79	Good work, meeting all requirements, and eminently satisfactory
60-69	Competent work, meeting requirements
50-59	Fair work, minimally acceptable
below 50	Fail

8. Communication:



- Students should check the OWL site every 24–48 hours
- Students should email their instructor(s) and teaching assistant(s) using [email, OWL, MS Teams, etc.]
- Emails will be monitored daily; students will receive a response in 24–48 hours

9. Office Hours:



- Office hours will be held in-person or remotely using Zoom
- Office hours will be held by appointment
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10. Resources



- All resources will be posted in OWL

11. Professionalism & Privacy:



Western students are expected to follow the [Student Code of Conduct](#). Additionally, the following expectations and professional conduct apply to this course:

- All course materials created by the instructor(s) are copyrighted and cannot be sold/shared (e.g., Must Knows Facebook group, Course Hero, Chegg, etc.)
- Recordings are not permitted (audio or video) without explicit permission
- Permitted recordings are not to be distributed

12. How to Be Successful in this Class:



Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.

1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the term and schedule your time throughout the course.
2. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
3. Follow weekly checklists created on OWL or create your own to help you stay on track.
4. Take notes as you go through the lesson material. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the videos.
5. Connect with others. Try forming an online study group and try meeting on a weekly basis for study and peer support.
6. Do not be afraid to ask questions. If you are struggling with a topic, check the online discussion boards or contact your instructor(s) and or teaching assistant(s).
7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

13. Western Academic Policies and Statements

Absence from Course Commitments

A. Absence for medical illness:

Students must familiarize themselves with the [Accommodation for Illness Policy](#).

A student seeking academic accommodation for any **work worth less than 10%** must contact the instructor or follow the appropriate Department or course specific instructions provided on the course outline. Instructors will use good judgment and ensure fair treatment for all students when considering these requests. You are not required to disclose details about your situation to your instructor; documentation is not required in this situation, and you should not send any pictures to your instructor.

If you are unable to meet a course requirement for any **work worth 10% or greater** due to illness or other serious circumstances, you must provide valid medical or other supporting documentation to the Academic Counseling as soon as possible and contact your instructor immediately. It is the student's responsibility to make alternative arrangements with their instructor once the accommodation has been approved and the instructor has been informed. Please note that the format of a make-up test, exam, or assignment is at the discretion of the course coordinator.

A student requiring academic accommodation due to illness should use the Student Medical Certificate when visiting an off-campus medical facility or request a Record's Release Form (located in the Dean's Office) for visits to Student Health Services. The form can be found at: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

B. Absence for non-medical reasons:

Student absences might also be approved for non-medical reasons such as religious holidays and compassionate situations. Please review the policy on [Accommodation for Religious Holidays](#). All non-medical requests must be processed by Academic Counselling. Not all absences will be approved; pay attention to the academic calendar and final exam period when booking any trips.

C. Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found [here](#).

Academic Offenses

Scholastic offences are taken seriously, and students are directed [here](#) to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

Accessibility Statement

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](#)

Correspondence Statement

The centrally administered **e-mail account** provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts [here](#).

Discovery Credit Statement

Students are permitted to designate up to 1.0 Discovery Credit course (or equivalent) for pass/fail grading that can be counted toward the overall course credits required for their degree program. The details of this policy and the deadlines can be found [here](#).

Essay Course Guidelines

The guidelines for the minimum written assignments refer to the cumulative amount of written work in a course but excludes written work in examinations. You can read about essay course guidelines [here](#).

The structure of the essay course must be such that in order to pass the course, the student must exhibit some minimal level of competence in essay writing and the appropriate level of knowledge of the content of the course.

Turnitin and other similarity review software

All assignments will 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 Western University and [Turnitin.com](https://www.turnitin.com).

14. BMSUE Academic Policies and Statements

Cell Phone and Electronic Device Policy (for in-person tests and exams)

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 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 program is not responsible for stolen/lost or broken devices.

Copyright and Audio/Video Recording Statement

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

Rounding of Marks Statement

Across the Basic Medical Sciences Undergraduate Education programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. **Final grades** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks **WILL NOT** be bumped to the next grade or GPA, e.g., a 79 will **NOT** be bumped up to an 80, an 84 **WILL NOT** be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for mark "bumping" will be denied.

15. Support Services

The following links provide information about support services at Western University.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at

https://www.uwo.ca/health/student_support/survivor_support/get-help.html.

To connect with a case manager or set up an appointment, please contact support@uwo.ca.

[Academic Counselling \(Science and Basic Medical Sciences\)](#)

[Appeal Procedures](#)

[Registrarial Services](#)

[Student Development Services](#)

[Student Health Services](#)