

NAME: _____

INF712

Spring 2008

End-of-Semester Cover Sheet for Second Semester Research Portfolio

Please append documents, in the order below, to this cover sheet. The entire portfolio needs to be handed in the last day of class in the spring semester.

- I. Photocopy of **Program of study form** signed by your advisor and two additional committee members. This will have been done in time for the spring INF Faculty meeting review and the original submitted to Jennifer Goodall by April 25 close of business.
- II. **Poster presentation** proposal, update(s), and evidence of actually having done the presentation at the NTIR conference.
- III. Statement on your **participation in the research conference** (~one page) that discusses the organizational aspects for you individually.
- IV. Evidence of the **group work for conference**—to be negotiated in the class. Last semester the website was evidence that the conference committee was at work.
- V. **Peer assessment** of individual participation on conference work teams.
- VI. **Reflections** on each of the INF PhD student presentations (n = 5) during the semester (~one page each).

From the syllabus for grading:

Photocopy of Complete Program Plan of Study signed by 3 faculty advisors (I)	50%
Complete Poster Presentation (II)	20%
Complete Work on Research Conference III, IV, V)	20%
Participation during Class Discussions and Presentations, and five reflections (VI+)	10%