

Capstone Project Presentation

VME 6950

Variable Credit (1 - 3 credits)

University of Florida Distance Education Graduate Program in Shelter Medicine

Instructor(s):

Aimee Dalrymple, DVM, MS E-mail: amdalrymple@ufl.edu

Terry Spencer, DVM, MEd E-mail: tspencer@ufl.edu

Course Description

Students design and present to a live online audience a culminating project and e-portfolio that demonstrates their academic achievement and ability to use the knowledge and skills gained while completing the online MS Veterinary Medical Sciences, Concentration in Shelter Medicine.

Course Content

This is the culminating experience of the MS Veterinary Medical Sciences Concentration in Shelter Medicine degree and serves as the exit examination to qualify for the degree. Students must enroll for a minimum of 1 credit of this course during their final semester, but may enroll in up to 3 credits, with faculty approval, depending on the amount of work required to complete their chosen project. During the pursuit of the MS degree, students will select a project to pursue that demonstrates application of the knowledge and skills they achieve while earning the degree. Projects must include a literature search and review of all pertinent scientific studies related to the topic; projects do not need to conduct original research that is intended to be published but still might require IRB and/or IACUC approval depending on the project selected. A project proposal must be presented to the course faculty for approval prior to beginning work and students are expected to do regular check-ins with a faculty mentor as they complete the project. Students also create and share an online e-portfolio that displays work they submitted during their academic studies, includes literature reviewed for the project, and demonstrates achievement worthy of earning the degree. In their final semester, students work with their faculty to create a professional presentation of their project to present before a live online audience that consists of their peers, faculty members, and invited guests. The audience leaves anonymous formal peer feedback for the student that is incorporated into the final grade for the project.

Course Prerequisites

Students must have an approved Capstone Project Proposal that is mostly completed prior to enrolling in this course during their final semester. The presentation to a live audience serves as the exit exam needed to qualify for graduation.

Co-Requisites

Students must enroll for a minimum of 1 credit of this course during their final semester. In addition,

UF requires students in their final semester to enroll in a minimum of 3 credits if graduating in a Fall or Spring term, and 2 credits if graduating in a Summer term. This course is variable credit to assist with meeting that requirement. Students taking this course for more than one credit will be required to meet more often with the instructor, up to twice weekly via Zoom check ins.

Course Website

<https://onlinesheltermedicine.vetmed.ufl.edu/>

Course Objectives

By the end of this course, students will be able to:

1. Develop and complete a project that demonstrates an ability to apply knowledge and skills gained while completing the academic requirements of the MS Concentration in Shelter Medicine.
2. Present project to an online audience of faculty members, fellow graduate students, and invited guests and take questions and comments from the audience.
3. Create and share an online e-portfolio that documents academic achievement during the pursuit of the MS Veterinary Medical Sciences degree and includes all citations used for development of the Capstone Project
4. Demonstrate proficiency with delivering an effective oral presentation including: voice modulation, speed and coherence of presentation, quality of slides, ability to handle questions, ability to effectively use time, ability to use technology.
5. Demonstrate proficiency with core professional competencies including: communication skills, collaboration skills, management/leadership skills, lifelong-learning related to scholarship and research, diversity and multicultural awareness, critical-thinking skills, and/or ability to adapt to changing environments.

Materials and Supplies Fees

Required Textbooks and Software

Reference Materials (Available in Course Reserves):

- [Simply Put: guide for creating easy-to-understand materials](#) (CDC and US Dept. of Health & Human Services)
- [Writing for Publication in Veterinary Medicine: A Practical Guide for Researchers and Clinicians](#) (Christopher & Young) >
- [Breaking up is hard to do: 6 PowerPoint habits to break \(part 1\)](#) (Scott)
- [Breaking up is hard to do: 6 PowerPoint habits to break \(part 2\)](#) (Scott)
- [Shelter Medicine Poster Presentations PowerPoint](#) (Schafer)
- Sample Capstone Presentations previously delivered:
<https://mediasite.video.ufl.edu/Mediasite/Channel/7544b48425dc40f4a245e458521a8c2f5f>

Required Technology: Computer with reliable, high speed internet access; your preferred web browser; video player with ability to play MP4 videos; speakers and/or headphones and working sound; PDF

reader. For more information on hardware and software necessary to run Canvas, visit <https://community.canvaslms.com/docs/DOC-2059> (Links to an external site.). Canvas offers mobile applications for both [Apple](#) (Links to an external site.) and [Android](#) (Links to an external site.) products. These apps may be downloaded in the respective app stores. Depending on the device and your equipment, not all Canvas features may be available on the app at this time. For more information on Canvas apps, visit <https://community.canvaslms.com/docs/DOC-1542> (Links to an external site.).

Course Schedule

| Module/Weeks | Topic/Concepts | Activities/Assignments |
|--|--|---|
| 1: Getting Started (1 week) | Introductions and Planning for Graduation | Readings Schedule Bi-Weekly Check in Sessions Schedule Project Presentation Date and Time Create e-portfolio |
| 2. Complete Project (6 weeks) | Complete all Background Research and Activities | Complete Research Activities Attend Bi-Weekly Check-in Sessions Compile e-Portfolio |
| 3. Complete Presentation (6 weeks) | Develop and Practice Delivery of Formal Presentation | Summarize Research Activities Attend Bi-Weekly Check-in Sessions Finalize e-Portfolio Finalize Formal Presentation |
| 4. Present Project and e-Portfolio (1 week) | Present and Defend Project and e-Portfolio | Deliver Live Presentation Review Feedback from Audience |

Evaluation of Grades

EVALUATION FRAMEWORK

| Assignment | Weight | Grading Criteria |
|--|---------------|-------------------------|
| Presentation of Capstone Project in a 30 minute, live, online session. | 90% | See Rubric |
| Review of Completed e-Portfolio | 10% | See Rubric |

Grading Rubric For Presentation

| <i>Criteria</i> | <i>Maximum Points</i> |
|--|------------------------------|
| <i>Quality of Voice Modulation and Clarity of Speech</i> | <i>7 pts</i> |
| <i>Speed of Presentation</i> | <i>7 pts</i> |
| <i>Logic and Coherence of Presentation</i> | <i>10 pts</i> |
| <i>Quality of Slides and Images</i> | <i>20 pts</i> |
| <i>Ability to Handle Questions about Presented Material</i> | <i>20 pts</i> |
| <i>Ability to Utilize Allotted Time to Effectively Present Topic</i> | <i>10 pts</i> |
| <i>Ability to Utilize Technology</i> | <i>10 pts</i> |
| <i>Title of the Presentation Accurately Describes the Project Presented</i> | <i>5 pts</i> |

| | |
|---|--------------|
| Letter Grade Assigned to this Project Presentation | 4 pts |
| Presentation Demonstrates Mastery of Core Competency: Communication Skills | 1 pts |
| Presentation Demonstrates Mastery of Core Competency: Collaboration Skills | 1 pts |
| Presentation Demonstrates Mastery of Core Competency: Management/Leadership Skills | 1 pts |
| Presentation Demonstrates Mastery of Core Competency: Life-long Learning Related to Scholarship and Research | 1 pts |
| Presentation Demonstrates Mastery of Core Competency: Diversity and Multicultural Awareness | 1 pts |
| Presentation Demonstrates Mastery of Core Competency: Critical-Thinking Skills | 1 pts |
| Presentation Demonstrates Mastery of Core Competency: Ability to Adapt to Changing Environments | 1 pts |

Total Points Possible: 100

Peer Review Feedback Solicited Anonymously via an anonymous Qualtrics Survey:
https://ufl.qualtrics.com/jfe/form/SV_005aulEgVKBicKx

The questions posed for each capstone presentation and e-portfolio are these:

Part I: OBJECTIVE FEEDBACK

Please rate each aspect of the presentation using a scale of:

*1 = unacceptable, 2= needs improvement,
3 = average, 4 = acceptable to 5 =exemplary.*

- 1. Quality of voice modulation and clarity of speech: 1 2 3 4 5*
- 2. Speed of presentation. 1 2 3 4 5*
- 3. Logic and coherence of presentation: 1 2 3 4 5*
- 4. Quality of slides and images: 1 2 3 4 5*
- 5. Ability to handle questions about presented material: 1 2 3 4 5*
- 6. Ability to utilize allotted time to effectively present topic: 1 2 3 4 5*
- 7. Ability to utilize technology: 1 2 3 4 5*

Total Score _____ /30

Part II: SUBJECTIVE FEEDBACK

- 1. Does the title of the presentation accurately describe the project presented? Yes/No*
- 2. What letter grade would you assign this project presentation? A, B, C, D, F*
- 3. Does the student's project selection and presentation delivery demonstrate mastery of core professional competencies such as: communication skills, collaboration skills, management/leadership skills, lifelong-learning related to scholarship and research, diversity and multicultural awareness, critical thinking skills, and/or ability to adapt to changing environments? Yes/No*
- 4. Does the student's shared e-portfolio provide evidence of educational achievement while completing the MS in Veterinary Medical Sciences, Concentration in Shelter Medicine (non-thesis option)? Yes/No/Not Reviewed*
- 5. Strongest aspect of this presentation was:*
- 6. Area of this presentation that would most benefit from strengthening:*

Grading Policy

| Percent | Grade | Grade Points |
|---------|-------|--------------|
|---------|-------|--------------|

| | | |
|--------------|----|------|
| 90.0 - 100.0 | A | 4.00 |
| 87.0 -89.9 | A- | 3.67 |
| 84.0 - 86.9 | B+ | 3.33 |
| 81.0 – 83.9 | B | 3.00 |
| 78.0 - 80.9 | B- | 2.67 |
| 75.0 - 77.9 | C+ | 2.33 |
| 72.0 – 74.9 | C | 2.00 |
| 69.0 - 71.9 | C- | 1.67 |
| 66.0 - 68.9 | D+ | 1.33 |
| 63.0 - 65.9 | D | 1.00 |
| 60.0 - 62.9 | D- | 0.67 |
| 0 - 59.9 | E | 0.00 |

More information on UF grading policy may be found at:

<http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#grades>

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Additional information on the University of Florida Grades and Grading Policies may be found at:

<http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html>

EXPECTATIONS AND POLICIES

Students are responsible for meeting all academic objectives as defined by the instructor.

Plagiarism ([as defined by the UF Student Honor Code](#)) will not be tolerated. Be sure to cite your sources and references and attribute any verbatim quotations included in your submissions and posts.

[UF Maples Center for Forensic Medicine Code of Conduct and Professionalism \(our Department\)](#)

Instructional Policy:

This course is part of the distance education program at the University of Florida. Instead of traditional lecture format, the medium for communication between course instructors, teaching assistants and students will be via Canvas e-learning. (<http://elearning.ufl.edu>)

Attendance: Students must participate in the online discussions, and are required to visit the course e-learning daily for important updates and announcements.

Additional information regarding attendance/absences can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Class Participation: Students are expected to constructively join in online discussions with appropriate preparation, to post interesting and relevant information on the class bulletin board, and to interact professionally with their classmates.

Performance Expectations: Students are expected to produce quality work of a standard comparable to any graduate level didactic course. Bulletin postings and discussions must be legible, constructive and appropriate. Students are required to think for themselves and will be expected to complete assignments that require the application of logic and reasoning skills when the answer may not be found in a book or the course notes.

Due Dates and Late Submissions: Pay close attention to the due dates posted in e-learning on your personal Dashboard and the Canvas Calendar for each assignment. Late submissions are eligible for up to 50% of the available points for each assignment.

This course is designed for working professionals like yourself. So we understand that sometimes life gets in the way of our best plans for juggling work, home, and school. If you anticipate you will likely miss a due date, request an extension in advance of the due date by sending an email through the Canvas Inbox to your instructors that explains the reason you need more time and when you expect to submit the work. Please title these posts clearly with "REQUEST EXTENSION FOR ASSIGNMENT 6A" (or whatever you need). Please avoid overuse of this option as it interferes with your classmate's ability to complete their own assignments.

NOTE: We honor most, but not all, requests for extensions.

Grade Changes: Grades will be changed only when a grading error has been made. If you think an error has been made, you should email the instructor as soon as possible. Your entire assignment will then be re-graded.

Incomplete grades: Under special circumstances, if a student is unable to finish a course before the end of the semester we may be able to assign an incomplete grade. An incomplete grade is a non-punitive grade assigned at the discretion of the course instructor. In this course an incomplete grade may be assigned if 1/3rd or more of the course assignments have been completed and if the student has remained in communication with TA's and instructors throughout the course, or has made an effort to request an incomplete grade. If an incomplete grade is assigned, outstanding assignments must be completed by the

end of the next semester. If the assignments are not completed in this time you will be assigned a grade based on the completed assignments.

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://www.dso.ufl.edu/drc>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at gatorevals.aa.ufl.edu/public-results/.

University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Campus Resources:
Health and Wellness

U Matter, We Care:

If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <https://teachingcenter.ufl.edu/>.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <https://writing.ufl.edu/writing-studio/>.

Student Complaints Campus:

https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.

On-Line Students Complaints: <http://www.distance.ufl.edu/student-compla/int-process>