KINE 4800 – Topic: Professional Experience in KINE
COURSE SYLLABUS

Instructor: Jakob L. Vingren, Ph.D.

Office Location: PEB 210-H

Office hours: by appointment

Contact Information: (940) 565-3899
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Please include KINE 4800 in the title of all emails

Email response policy: I will attempt to answer all emails within 24 hours on Mon-Fri.

Students must use their UNT e-mail for any sensitive information – I will not respond with specific student information to e-mails originating from other accounts.

Required readings: Handouts and other material provided by instructor

Course Description: Professional development activities and experiences

Prerequisite(s): None; Approval by instructor is required to enroll in this course

Special accommodations: Please contact instructor as soon as possible if you need special accommodations for this course. You must register with the UNT Office of Disabilities accommodation before any special accommodation can be made.
Assignments:

Prior to conference:
- Complete online module
  - Homework assignments
  - Discuss general conference attendance rules and etiquette as well as the different presentation formats.
  - Discuss all program offerings: what content does each session cover
  - Review and discussion of scientific abstracts submitted
- Each student will develop an individual itinerary for the conference (3 full days total).
  - Must include:
    - Opening ceremony and speaker
    - At least 3 podium (free communication) abstract presentations
    - At least 5 posters each day (if offered)
    - At least 1 symposium session from each track
    - At least one practical/hands on session (if offered)

At the conference:
- Attend 3 full days of conference (8AM-5/6PM), plus special event such as exhibit hall opening, following the itinerary developed pre-conference. Take a “selfie” showing you and the presentation title slide or similar in the background. This can be one 3-day conference, or three 1-day conferences etc.
- Complete online discussions assignments for each days sessions
- Perform self-introductions to 5 faculty/industry professionals AND 5 Vendors/exhibitors OR 5 faculty AND 5 industry professionals/vendors/exhibitors (obtain business card, picture or similar from each and submit copy with final paper and you will need their name and contact information see below).

After the conference:
- Send a thoughtful and personalized “thank you/nice to meet you” follow up email to each of the professional introduction you made within 1 week of meeting them (include email and any response from processional with paper)
- Write a paper (12 font, Ariel, 5 pages double spaced, 1 inch margins)
  - Discuss the conference presentations etc. you attended
    - What did you learn/gain over-all from attending the conference?
    - What did you learn from specific sessions you attended?
    - What did you learn from the abstract presentations you attended?
  - Discuss the professional introductions you made at the conference
  - Discuss how the conference attendance will/might affect your future career and studies

Grading:
Grading will be based on: 1. Completing pre-meeting assignments, 2. Attendance at scheduled sessions (follow your itinerary), 3. Completing online discussions assignments for each days sessions, 4. Completing professional self-introductions and follow up, and 5. Quality and content of final paper.

A portion of registration costs will be covered by UNT.

You are responsible for hotel, airfare, membership, meals, and any other expenses to attend.

Other important information
Feedback & exam surveys: During the semester I will be asking you for feedback regarding this class. Please use this opportunity as it will help me to improve this class for you and future students. Please be as specific as possible in your comments. In addition, I encourage you to come by my office if you have questions, suggestions, or concerns regarding this class.

Behavior: Every student is expected to conduct themselves in a manner appropriate for an Institution of Higher Learning. Disruptive; degrading behavior will not be tolerated. See Code of Student Conduct for further details.

American with Disabilities Compliance: The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

Academic Dishonesty: Cheating will not be tolerated in the class. You are not to receive information from another student or give information to another student during a test or quiz. You are to use only your memory. Students caught cheating during an examination or quiz will be charged under the University's Code of Student Conduct. Among other punishments, students found guilty run the risk of having their score changed to a zero, receiving a grade of F for the course, and/or dismissal from the University. Academic dishonesty includes cheating, plagiarism, fabrication, and facilitating academic dishonesty.
Cheating refers to collaborating on individual assignments and using unauthorized materials. Plagiarism refers to presenting ideas, words, or statements of another person without giving credit to that person. If you have questions about cheating or plagiarism, please see me.

Family Educational Rights and Privacy Act (FERPA) Information: Students have the right to expect their grades will be kept confidential. There are a few things, because of the size and/or nature of this class, the instructor must advise you of regarding collection and distribution of test results, quiz scores, homework assignments, roll sheets, projects, etc. During this class it may be necessary for you to pass your assignments forward to the instructor or it may be necessary for the instructor to call your name and then return your completed assignment to you by passing it across the room. The instructor, under the reasonable assumption guidelines, assumes students are collecting only their own materials. Every attempt will be made to keep your information confidential. Neither your course grades nor grades for any assignment will be posted in a way that could result in your being identified by other students or faculty members.

UNT E-mail and Canvas. All students should activate and regularly check their UNT-E-mail account and the Canvas site for this class. A lot of class information will be distributed ONLY via these outlets.

The instructor reserves the right to alter any portion of this syllabus including the assignments and associated points available.