## CONTRACT for INDEPENDENT STUDY

**DATE** _____________________  **SPIRE ID #** ________________________

**STUDENT NAME** _______________________________  **SIGNATURE** _____________________

Graduation Month & Year _______________________  **Major** _________________________

**EMAIL** ____________________________  Telephone number___________________________

**SPONSORING FACULTY** _________________________  **SIGNATURE** _______________________

**TITLE of PROJECT (mandatory) ___________________________________________________**

<table>
<thead>
<tr>
<th>ANSCI #</th>
<th>CREDITS 1-6</th>
<th>SPIRE Course #</th>
<th>Class</th>
<th>Science Day Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>196</td>
<td>__________</td>
<td>_____________</td>
<td>Freshman-Senior</td>
<td>ABSTRACT</td>
</tr>
<tr>
<td>296</td>
<td>__________</td>
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<td>Freshman-Senior</td>
<td>ABSTRACT</td>
</tr>
<tr>
<td>396</td>
<td>__________</td>
<td>_____________</td>
<td>Sophomore-Junior</td>
<td>ABSTRACT</td>
</tr>
<tr>
<td>396</td>
<td>__________</td>
<td>_____________</td>
<td>Senior</td>
<td>POSTER or ORAL REPORT</td>
</tr>
<tr>
<td>496</td>
<td>__________</td>
<td>_____________</td>
<td>Junior or Senior</td>
<td>POSTER or ORAL REPORT</td>
</tr>
<tr>
<td>596</td>
<td>__________</td>
<td>_____________</td>
<td>Junior or Senior</td>
<td>ORAL REPORT</td>
</tr>
</tbody>
</table>

**ABSTRACT** - A 500 word abstract will be posted on Science Day

**POSTER** - Posters should be prepared as if for a scientific meeting if on a research/experimental topic or as appropriate for a library topic, with goals, methods, results and conclusions stated. (See Undergraduate Handbook) The poster will be presented on Science Day (the “Reading Day” after the last day of classes in May). If the independent study is finished in December, a poster or abstract should be prepared and left at the Undergraduate Program office in the Integrated Sciences Building for inclusion on Science Day.

**ORAL REPORT** - Presented to a group of faculty or group of people that includes a faculty member i.e. during a lab meeting or to a group of students who took independent studies during the semester.

**CRITERIA for EVALUATION:**

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By signing this form you acknowledge that you agree to this requirement for evaluation.

To enroll, students should bring the original contract to Undergraduate Program office in the Integrated Sciences Building.

Please keep a copy for your records.

Note: Independent Study courses can be added only by the department.  

LW 1/21/15
FORM OF REPORTS FOR INDEPENDENT STUDY

Reports should contain the following information: title of the project, name of the author, objective of the project, methodology used to conduct the project, major findings, and conclusions, i.e. interpretation of the findings and suggestions for further research. The abstracts, posters and oral presentations should be done in a professional manner similar to that found in the appropriate scientific journal or professional research meeting. The visuals should be of a standard that would be expected for posters and visual projections usually associated with these presentations. Students are encouraged to participate in the annual State sponsored Undergraduate Research Conference held annually in Boston (contact the Commonwealth Honors College, 504 Goodell for details).

TIME AND PLACE OF INDEPENDENT STUDY REPORTS

“Science Day” is held the day after the last day of classes in the Spring semester (usually is a reading day). Posters and abstracts will be set-up for the day between 9:00 a.m. and 11:00 a.m. in the atrium of the 4th floor of ISB. Students who present posters MUST be available to answer questions about their work from 1:00 – 4:00 p.m. Authors of abstracts are encouraged to remain and participate in Science Day, but are not required to do so.

ORAL PRESENTATIONS

Oral presentations require careful preparation of both the talk and the slides in advance. When planning your talk, consider your audience and decide how much time you have available to present background information. Briefly outline the problem, and then use the majority of the time to emphasize the approaches used and the conclusions of your study. In general, keep the content of the slides as simple as possible without compromising the results you want to show. Be sure to leave appropriate time for questions and discussion. Speak clearly and slowly and face the audience except when turning to point to the slides. At the end of your talk thank the audience and offer to answer questions.

ADDITIONAL NOTES:

Honors thesis presentations (499YT) are also conducted on Science Day from 9:00 a.m. – 1:00 p.m. (times vary)

The sponsoring faculty member gives a letter grade for the Independent Study.