CS480—Senior Seminar
Guidelines for Preparing Discussions

Jim Rogers

jrogers@cs.earlham.edu

Spring 2004

In preparing papers for class discussion you *must* follow this schedule:

- By **Wednesday three weeks prior** to the discussion you should have gotten my approval of the papers you are going to prepare. Note that you will have to meet with me *prior* to this date (often several times), to discuss your ideas. I will not approve any set of papers that has not been through this process.
- By **Wednesday two weeks prior** to the discussion you should have given me a proposed set of study questions. It is important that you get it to me by this date so we will have adequate time to discuss and expand them.
- By **Tuesday one week prior** to the discussion we should have agreed on the study questions, you should have typed them up using the LaTeX form and I should have received them from you. Note that you must include the bibliographic information on the papers along with the questions. Please edit these carefully for spelling, grammar etc.
- On the **Wednesday one week prior** to the discussion, you must bring copies of the papers to class to distribute. You can copy them on the department's copier. Please copy them double sided.
- On the **Wednesday of the discussion** come prepared to lead the discussion and take notes on it.
- By the **Friday following the discussion**, you should have given me a draft of your synopsis of the papers and the discussion.
- By **Tuesday of the week following** the discussion, we should have agreed on a final version of the synopses, you should have typed them up, again using the appropriate LaTeX form , and you should have submitted them to me.
- On **Wednesday of the week following** the discussion, you must bring copies of the synopsis to distribute to the class.

Failure to follow this schedule will compromise this component of your grade.

The LaTeX forms for the study questions (`studyform.tex`) and the synopses (`synopform.tex`) are available in the class web. They are more or less self-documenting (at least for the savvy CS Senior, right?), but please don't hesitate to talk with me if you have any questions about using them.