

Information for late students in the course Advanced Academic Studies

The course provides students with information and experience needed to conduct academic studies at the master level at LiU. The course consists of lectures, project work and the workshop.

All necessary information regarding studies at the program such as practical routines, regulations, timetable, how to choose the courses etc is explained in the first lecture of this course. We also have a roll call during this lecture.

Seminars

Seminars are supported by PowerPoint presentations which are available at the course home page <https://www.ida.liu.se/~732A60/info/courseinfo.en.shtml>

shortly after the presentation is done. Participating in the seminars is obligatory and is a part of the examination.

In 2021, seminars are either campus-based or distance-based or mix campus/distance.

The first seminar coincides with the roll call and will be given on campus. For all distance-based seminars and mixed campus/distance seminars, the following Zoom link can be used:

Join Zoom Meeting

<https://liu-se.zoom.us/j/62925868238?pwd=QVJwTjBwcW9DT0Y2ZTk0OEZ6cXgrQT09>

Meeting ID: 629 2586 8238

Passcode: 590270

1. You must have working camera and sound when you join the Zoom session, and the camera must be turned on during the entire session
2. Make sure that your Zoom account contains your real name and that the name shown during the Zoom session is your real name. This is needed to correctly register your participation at the seminar

The mixed seminars are organized as follows. The seminar is given at campus and at the same time streamed through Zoom. During each such seminar, some students have allocated seats at campus, and the remaining students are supposed to join by distance by using the Zoom link above.

You will receive a link to the campus attendance form per email 24 hours before the seminar. Fill in this form as follows:

- Some students get reserved slots for the seminar, and they are asked to remove their name from the schedule if they are not planning to come to campus for that seminar.
- If you did not get a reserved slot you may write your name in the schedule if you want to come to campus and there are some empty slots left.

	A	B	C	D	E	F	G
1	Please write your name below if you want to come to campus (and if there are available slots)						
2	Please remove your name if it is in the schedule but you want to attend via Zoom						
3							
4	Note: maximum amount of campus slots is 40						
5							
6							
7	Slot No	Student First and Last Name					
8	1	Anders Andersson					
9	2						
10	3						
11	4						

Figure: Example of how campus attendance form might look like.

The following rules are valid for you that are not in Sweden:

1. First seminar (which includes the the roll call) is streamed online between 13.15 and 15.00 Swedish time.
2. You may attend a session via Zoom if you have such an opportunity and if the seminar is given online. If the seminar is only on campus, you will have to compensate your absence, see "Missed seminars" section below for details.
3. If you don't have opportunity to attend an online seminar session you may consider either sending complementary assignment for each missed session (See "Missed seminars" section below) or attend the missed session in person next year, i.e. autumn 2022.

Project work

Students are assumed to write a short paper (3-4 pages) on one of the predefined topics, see the course home page for the full list of topics. There are three submission opportunities per year with respective deadlines, and each opportunity is connected to the respective workshop session.

The following rules are valid for you that are not in Sweden:

- Project work writing does not require your presence at campus. The same rules are valid for students who came in time and late students.
- Submission of the reports can be done via email to annika.tillander@liu.se because you will not have access our internal submission system before you arrive.

Workshops

Workshops are discussions in smaller groups based on the papers submitted by the students and are a part of the examination. It is required that the project work is approved in order to be admitted to the workshop. Each student is assigned to a specific workshop session during a specific day. For more information about the workshops, see the course home page.

The following rules are valid for you that are not in Sweden:

- If you are still not in Sweden for the first workshop session, we will schedule you for the second or third workshop session.

Examination

In order to get Pass in the course, you need to attend all obligatory seminars, pass the project work and pass the workshop session.

Missed seminars, failed project work, or missed workshop session

- If you missed any of the obligatory seminars, you can attend them during autumn 2022 or send a complementary submission during the project report submission periods as follows:
 - Go through seminar slides in details in advance, use web resources to read on related information.
 - Use Zoom to record a lecture in which you present the slides of the seminar that you have missed. You must have your camera enabled during video recording so that one can see you speaking in the video.
 - Just reading information from the slides is not enough for passing this complementary task; you must talk more in detail about the information presented in each slide.
 - Submit the resulting video during the project submission periods by submitting it to LISAM, submissions.
- You have three attempts per year to submit your project report or its revised version.
- Each project submission is connected to a workshop. To participate in the workshop, you must pass your project report first. If you miss your scheduled workshop session then you are referred to the next workshop period. There are three workshop periods per year.