**Department of Environment and Geography Graduate Seminar Guidelines**

**Preamble**

The Department of Environment and Geography requires all graduate students to give a departmental sponsored seminar as part of their program (i.e., one seminar for M.Sc., M.A., and M.Env. students, and two seminars for Ph.D. students). Students that do not complete this requirement will not be able to graduate. Seminars are conducted once in the fall semester and once in the winter semester. The purpose of the seminar series is to:

* provide a training opportunity for students in the creation and delivery of formal presentations
* enhance interactions and collegiality between all departmental members

**Seminar Content**

Your seminar is not to be a practice run for your thesis defence nor a summary of your research to date. You may discuss and elaborate on topics related to and relevant to your research program. Ideally, the content would be geared towards a general audience. A discussion on the current knowledge or understanding in an area of interest to you and your advisor is encouraged. The Graduate Program Chair must approve the submitted abstract and title.

**Specific Seminar Guidance**

1) You will need to provide a **title** and **short abstract** (200 words max) to the Graduate Program Coordinator as a Word document by email to riddell.graduate@umanitoba.ca two weeks before the scheduled date. Both must be reviewed and approved by your advisor prior to submission. The title and short abstract will be circulated to faculty and graduate students prior to the seminar. Please name the file such that your surname is the first word of the document name.

2) Your presentation will be 25 minutes in length with 5 minutes for moderated questions.

3) Presentation will be in PowerPoint or other suitable medium. You may use your own laptop or that of the Graduate Chair (currently a MacBook). If you are using the Graduate Chair’s laptop, you must bring your presentation on a USB memory stick to transfer to the Graduate Chair’s computer at least 20 minutes prior to the start of a session.

4) No mark or grade is assigned for these seminars.