BINF 6153 Career Development in Bioinformatics, Spring 2015 – 1 Credit
Location: BINF 105
Fridays 2:45 – 5:15, 5 meetings
Jan. 9 – Feb. 6, 2015

Instructor: Ann Loraine
Office Hours: Th 10:30 – 11:30, by appointment *
Office: NC Research Campus: PHHI Building, 4th floor. UNCC Main Campus: BINF 267
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Office hours will be on-line (GoTo Meeting) or in-person at the NCRC. Please call or email Ann to set up an appointment. Other times are also available as needed to accommodate your schedule.

Textbook: The Essential Guide for Hiring & Getting Hired, by Lou Adler (Recommended, not required.)

Catalog Description
Students prepare intensively for the job search, from developing a resume, to identifying appropriate opportunities, to preparing for the interview. Students are expected to complete a final interview practicum with faculty and members of the PSM Executive Board. Also, see: http://bit.ly/binf6153
Pre-/Co-requisites – None

Learning Objectives
• Learn to develop and improve a resume, write a cover letter
• Learn to help friends and colleagues proofread, edit, format, and improve their resumes.
• Learn & practice interviewing skills.
• Understand rules and standards for responsible conduct of research.

Instructional Method – lecture, class discussion

Grading:
90-100  A   70-79  C
80-89   B   <70    U

Schedule:
Meeting 1: Jan. 9 Bioinformatics Resume
Meeting 2: Jan. 16 Resume workshop
Meeting 3: Jan. 23 Interview and Cover Letter
Meeting 4: Jan. 30 Interview practice
Meeting 5: Feb. 6 Responsible conduct of research

Evaluation
1. Bioinformatics Resume - 1st draft  10  due Jan. 15
2. Bioinformatics Resume Feedback  10  due Jan. 21
3. Bioinformatics Resume - 2nd draft  10  due Jan. 27
4. Interview practice  10  due Jan. 30 in-class activity
5. RCR: Treatment of data  15  due Feb 13
6. RCR: Human & animal subjects  15  due Feb 20
7. Final interview practicum  20  due Apr 30
8. Class participation  10

• No late assignments accepted without prior arrangement.
• Attendance required except in case of illness or by prior arrangement.
• Please contact Ann if you have questions or concerns.

Academic Integrity Policy: All students are required to read and abide by the Code of Student Academic Integrity. Violations of the Code of Student Academic Integrity, including plagiarism, will result in disciplinary action as provided in the Code. Definitions and examples of plagiarism are set forth in the Code. The Code is available from the Dean of Students Office or online at: http://www.legal.uncc.edu/policies/ps-105.html. Links to resources on plagiarism and how to avoid it are available from http://library.uncc.edu/copyright/students/plagiarismresources