

BIOLOGY DEPARTMENT
Milestone dates for BIOL 491 Undergraduate Research Project (Y17N01-02) Y2017-18

Notice: **unless otherwise stated, all assignments are due by 1:00 pm on the day specified**

Deadline (2017/2018)	Event/Assignment Due	% Final grade	grade
April 25	BIOL 491 application form due Obtain complete the form & submit it back to course coordinator	N/A	
Friday September 8 (7:30 am) Bldg. 370- 111	Program Orientation: Attendance to this meeting is compulsory	N/A	
Monday September 18 (8:30 am)	Draft Research Proposal: 1-2 page paper copy due to committee members	N/A	
Week September 18-22	Committee Meeting No. 1: Proposal	08%	
Friday October 20	Final Proposal: Paper copy due to supervisor & electronic copy to all members committee (recomended)	10%	
Friday January 12 (7:30 am) Bldg. 370- 241	Progress Report: Student submit paper copy of progress report to supervisor & committee members Poster Making Workshop: participation in workshop is compulsory for all students registered in BIOL 491	*	
Week of January 15-19	Committee Meeting No. 2 – Progress	10%	
Monday March 5	1st Draft Research Report due to supervisor	20%	
Between March 12-16	Meet with supervisor: Discuss final project title, project abstract and poster contents	*	
Wednesday March 14	Project Title & Abstract due to course coordinator submit by E-mail	*	
Wednesday March 21	Poster file (as PDF 3x4) due to submit in person to course coordinator	*	
Friday April 6	Final Research Report Due: Submit one paper copy to each committee member (submit also electronic copy)	30 %	
Monday April 16 (3 - 8 pm) Bldg. 300- Room 401 RAR	VIU Biology 491 Symposium: Poster Presentation of the Research	12 %	
Monday April 16	Committee member return report to advisor		
Wednesday April 18	Poster evaluations due to course coordinator		
Wednesday April 18	Supervisor return marked reports returned to students		
Wednesday May 2	Revised Final Report due: Submit revised final report & committee marked reports to supervisor	*	
Wednesday May 2	* “Process & Progress” mark (as determine by supervisor with input of supervisory committee)	10%	
	Penalty for late submissions (if applicable) * Please specify items	(- 6% max)	
Thursday May 3	Supervisor marks due to course coordinator (please submit both % and letter grade)		
Friday May 4 (4:00 pm)	Final spring semester grades due	N/A	
		Total 100%	