

1DV510 Final examination seminar - Autumn Term 2022

The seminar

The focus of the seminar is on the respondent's ability to write an academic report in a clear and competent manner.

The seminar is conducted by students in pairs: a *respondent* (the author) and an *opponent* (the reviewer). Each will review the other's report in a live, one-to-one situation. The opponent must, before the seminar, read and analyse a report written by the paired student. The groups, pairs, dates and times are published on MyMoodle. Each seminar consists of six students and one or more supervising lecturers.

Procedure Each report is allocated 15 minutes.

1. The respondent highlights any major errors that still need to be corrected.
2. The opponent gives a summary of the report (see A below). **c. 5 minutes.**
3. a) The opponent reviews the report and makes relevant observations (see B, C and D below). The opponent asks the respondent to clarify any ambiguities in the report.
b) The respondent comments on the review, clarifies and answers questions. **c. 5 minutes.**
4. The opponent involves and leads the other four students in the group in the discussion. One method is to ask one or two direct questions on what has been discussed in 3 above. All seminar participants must contribute and give feedback. So, each participant should also read all the other papers in the seminar group. **c. 5 minutes.**

The task of the opponent

A. Summary

The other students in the group require a summary of the reviewed report. The opponent should provide a brief description of the relevant contents such as the aim, research questions, results, discussion and conclusion. Start the review with some positive points.

B. Structure

Is there an introduction, the results and a clear conclusion?
Are there any relevant sections missing? Are there any unnecessary sections?
Is the paragraph style set correctly?
Are tables and figures presented correctly?
Does the referencing conform (both in the text and in the reference list) to the IEEE system?

C. Content

Is the report coherent?
Are the aim and research questions clear and focussed?
Does the respondent answer the research questions?
Is there a reasoned discussion and logical conclusion?

An important task of the opponent is to verify the references.

D. Language

Is the text comprehensible?
Is the writing style formal or informal and is the language appropriate i.e. sufficiently academic?
How accurate is the language in the report?

Failure of the opponent to comment on major and obvious weaknesses of the report may lead to the review not passing the seminar.

In simplified, graphical form, the procedure is as follows

Step	Respondent (author)	Opponent (reviewer)
1.	Highlights any major errors that still need to be corrected. 1 minute	
2.		Summary of the report c. 4 minutes
3.		Reviews the report and makes relevant observations c. 4 minutes
4.	Comments on the review, clarifies and answers questions. 1 minute	
5.		Leads the other four students in the group in the discussion. <u>All</u> seminar participants must contribute and give feedback. c. 4 minutes
6.	Concluding remarks 1. minute	