2013-2014 Schedule for GWU-NIH Partnership Rotations and Guidelines for Written Reports

The dates for rotations, power point presentations, and reports are as follows.

<table>
<thead>
<tr>
<th>Rotation Dates</th>
<th>Power Point Presentation Dates</th>
<th>Report Due Dates</th>
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</thead>
<tbody>
<tr>
<td>NIH Rotation #1: July 8th to September 6th</td>
<td>None</td>
<td>None</td>
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<td>NIH Rotation #2: Sept 16th to Dec 6th</td>
<td>December 6th</td>
<td>December 6th</td>
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<td>NIH Rotation #3: Jan 6th to March 28th</td>
<td>March 28th</td>
<td>March 28th</td>
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<td>NIH Rotation #4: March 31st to June 6th</td>
<td>June 6th</td>
<td>June 6th</td>
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The oral presentations are scheduled in the morning from 8:30 am to noon on the dates indicated in the table, except on December 6 (1:30 pm to 5:00 pm). Unless notified otherwise, the presentations will be held in Ross Hall 643.

The rotation report must be submitted in its final form to my office (Ross Hall 111) no later than 5:00 pm on the due dates indicated above.

In class PowerPoint presentations are **MANDATORY**, and therefore failure to give an in class presentation will result in no credit for the course (BMSC 8215), which will have to be repeated after July 4th 2014.

Writing the rotation report provides an excellent platform to gain experience in scientific writing and is an integral component of the rotation. Furthermore, it gives an opportunity to the students to organize their scientific thoughts and experimental results in a scholarly way, bringing the rotation project to a conclusion. The final grade for each rotation can only be assigned after submitting the written report along with the appropriate evaluation forms. Finally, the written report for the fall rotation will also be a graded exercise for the BMSC 8216 scientific writing course under the direction of Dr. Linda Werling.

The written report must follow the Proceedings of the National Academy of Sciences of the United States of America (PNAS) guidelines, as described on their website [http://www.pnas.org/misc/iforc.shtml](http://www.pnas.org/misc/iforc.shtml). The written report must be formatted as a PNAS manuscript, with double columns and figures integrated in the text (see any PNAS issue for example). It must include the following sections:

1. **Abstract**: It should briefly describe the major finding of the study and should be no longer than 250 words. Although some rotations might not result in “major findings”, you still need to describe what you did.
2. Introduction: This section should be short and provide essential background about the system used and what is known in the field. Also, briefly outline the main objective of the study, and describe the overarching hypothesis your work addresses.

3. Materials and Methods: This section should be a thorough description of the procedures and special reagents used in the study. Normally, it should be detailed enough to allow any investigator to reproduce the experiments described in the study. PNAS has specific guidelines on this section. Please read them carefully.

4. Results: In this section, you describe your experiments in detail, why you undertook them, and how you performed each experiment by including all the necessary controls. In this section, you also summarize the results and refer to any relevant figures. Each figure should include a title and a complete legend that helps the reader understand the figures. This section should not contain any interpretation of the conducted experiments.

5. Discussion: In this section, you need to interpret your findings and the outcome of your main hypothesis that was outlined in the introduction section. Compare your findings and interpretations to others in the field by citing other investigators studies. Finally, conclude the discussion section by describing experiments you would perform next in order to advance your study.

6. References: Please follow the specific PNAS guidelines.

All figures and tables should be properly incorporated in the text (see provided examples).

If you have any questions regarding the rotation, evaluation forms, and written report, stop by my office (Ross Hall 111), call me, or email me at the address indicated below.

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