

02-602 Professional Issues in Computational Biology
Required Foundation Course for First Year MSCB students

Spring 2017

Instructors: Phillip Compeau, Ph.D. and Shoba Subramanian, Ph.D.

Thursdays, 4.30-5.20pm, GHC 4211

This course gives Computational Biology masters students an opportunity to develop professional skills necessary for a successful career in computational biology. This course will include assistance with interview preparation, presentation skills, cover letter writing, and job search techniques. This course will also include opportunities to network with computational biology professionals and academic researchers. This course will meet once a week. This course is pass/fail only. Grading scheme will be discussed on the first day of class.

To get a PASS grade, you must fulfill the following requirements:

1. You can skip no more than two classes total (sign-in sheet each day of class). If skipping class you need to email the instructors before class explaining your reason for not being able to attend.
2. All students must submit sample cover letters, give a mock short interview, and deliver a mock short presentation.
3. All students must submit a 1-page "Reflection Statement" before the last day of class.

Classroom Policies

1. Laptops, handheld and mobile devices may **not** be used during class unless specified.
2. Academic Integrity Policy: All assignments for this course will follow CMU's policies on academic integrity and plagiarism.

Please visit the following sites for more details.

www.cmu.edu/academic-integrity

<http://www.cmu.edu/policies/documents/Cheating.html>

	DATE	IN CLASS	DEADLINES/NOTICES
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1	1/19	Welcome back: Course Logistics and Planning Cover Letter Workshop - GCC Consultant, Nisha Shanmugaraj	Cover Letter Assignment posted
2	1/26	Cover Letter Peer Review	Cover Letter Assignment Due 9AM
3	2/2	Interviewing Skills -CPDC Consultant, Katie Cassarly	Mock Interview assignment posted
4	2/7 Tuesday	DNAexus session (Required Attendance) GHC 4405 at 4 PM	
5	2/9	Revised Cover Letter Peer Review	Revised Cover Letter Assignment Due
	2/16	No class in lieu of DNAexus event	
6	2/23	D E Shaw Informational Session (Required Attendance) 4:30 PM in GHC 8101	Final Cover letter for instructor review
7	3/2	Mock Interviews/Elevator Pitches (14 students in small groups)	
8	3/9	Mock Interviews/Elevator Pitches (13 students in small groups)	
9	3/16	<i>Spring Break- No Class</i>	
10	3/23	Data Visualization - Flipped Class	
11	3/30	Conflict Resolution Jamie Rossi, CMU Grad Education	
12	4/6	Presentation Skills - Tips and Pointers	Presentation Skills Assignment Posted on Blackboard
13	4/13	<i>Short In-Class Presentations (14 students in small groups)</i>	Presentation Slides Due 9 AM
14	4/20	<i>Short In-Class Presentations (13 students in two groups)</i>	
15	4/27	PhD Alumni Student Panel	Final Reflection Survey Posted
16	5/4	Talks by Alumni	Final Reflection Survey Due

Career fairs/events to be aware of for Spring 2017

Within CMU

Jan 26 Internship Showcase

Feb 7-8 ENCOMPASS CMU fair

<https://www.cmu.edu/career/career-fairs-students/index.html>

Outside CMU

Jan 26 Hire UP College

<http://www.pghtech.org/events/hire-up.aspx>

March 15 - Western PA Career and Internship Fair (in Monroeville)

<http://www.westpacs.org>

Take care of yourself. Do your best to maintain a healthy lifestyle this semester by eating well, exercising, avoiding drugs and alcohol, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress.

Please remember that all of us benefit from support during times of struggle. You are not alone. There are many helpful resources available on campus and an important part of the college experience is learning how to ask for help. Asking for support sooner rather than later is often helpful.

If you or anyone you know experiences any academic stress, difficult life events, or feelings like anxiety or depression, we strongly encourage you to seek support. Counseling and Psychological Services (CaPS) is here to help: call 412- 268-2922 and visit their website at <http://www.cmu.edu/counseling/>. Consider reaching out to a friend, faculty or family member you trust for help getting connected to the support that can help.

If you or someone you know is feeling suicidal or in danger of self-harm, call someone immediately, day or night:

CaPS: 412-268-2922

Re:solve Crisis Network: 888-796-8226

If the situation is life threatening, call the police:

- **On campus: CMU Police: 412-268-2323**
- **Off campus: 911**
