

LSM4199 HONOURS PROJECT IN LIFE SCIENCES (16 MC)

Student Guide for LSM4199 Honours Project in Life Sciences

Students embarking on the module LSM4199 Honours Project in Life Sciences are to read and understand the following set of guidelines governing the administration of the project.

Please note that the term 'Life Sciences' (LS) here also refers to the following six Departments teaching the Life Sciences Major and their academic staff members:

- 1) Department of Anatomy, Yong Loo Lin School of Medicine
- 2) Department of Biochemistry, Yong Loo Lin School of Medicine
- 3) Department of Biological Sciences, Faculty of Science
- 4) Department of Microbiology and Immunology, Yong Loo Lin School of Medicine
- 5) Department of Pharmacology, Yong Loo Lin School of Medicine
- 6) Department of Physiology, Yong Loo Lin School of Medicine

LSM4199 Committee of Coordinators and Administrators

Overall Coordinator and Administrator	Prof Ding Jeak Ling Mr Lim Miah Kyan	dbsdjl@nus.edu.sg dbslmk@nus.edu.sg
Anatomy	Assoc Prof George Yip Ms Anjana S	george_yip@nuhs.edu.sg antas@nus.edu.sg
Biochemistry	Dr Long Yun Chau Ms Amanda Lim	bchlongy@nus.edu.sg amandalim@nus.edu.sg
Biological Sciences	Assoc Prof Cynthia He Dr Ryan Chisholm Ms Charlene Ng	dbshyc@nus.edu.sg chisholm@nus.edu.sg dbsnsmcm@nus.edu.sg
Microbiology and Immunology	Assoc Prof Norbert Lehming Ms Siti Maryam Binte Masnor	norbert_lehming@nuhs.edu.sg siti_maryam_masnor@nuhs.edu.sg
Pharmacology	Assoc Prof Gautam Sethi Mr Chris Kee	gautam_sethi@nuhs.edu.sg phckkbc@nus.edu.sg
Physiology	Assoc Prof Herbert Schwarz Ms Kamsitah Binte Boreng	herbert_schwarz@nuhs.edu.sg kamsitah_boreng@nuhs.edu.sg

Guidelines

1. Pre-requisites

- a. Fulfillment of requirements of Life Sciences Major at BSc standard (i.e. Levels 1000, 2000 and 3000 Major Requirements), and obtained a minimum CAP of 3.20 on completion of at least 100 MC (Modular Credits).

2. Workload

- a. Two regular semesters.
Each student will and work on a research project under the supervision of a LS academic staff as the main supervisor. The requirements for a particular Life

Sciences Major specialisation involves choosing a project for that specialisation. The experimental work, project presentation and thesis write-up must be completed within two regular semesters.

- b. The total 16 MC of LSM4199 will be equally distributed between the two regular semesters; LSM4199 takes up 8 MC of workload per semester. The total 16 MC will be credited to the academic record when a grade is received for LSM4199.

3. LSM4199 Cohort Naming

- a. Each LSM4199 cohort will be named after the academic year and semester that the project officially begins. For instance, the LSM4199 cohort, which officially registers for projects in Academic Year 2018/19 Semester 1, will be termed LSM4199 Cohort AY18/19 S1.
- b. The LSM4199 cohort starting projects in Semester 1 will end in Semester 2 of the same academic year. The LSM4199 cohort starting projects in Semester 2 will end in the Semester 1 of the following academic year.

4. Supervisor Eligibility, Project Choice, and Registration Procedure

- a. To be eligible as a project main supervisor, he/she has to be an academic staff member, full-time, joint or adjunct, to the LS departments. Please visit Life Sciences Undergraduate Programme website for the list of eligible supervisors.
http://www.lifesciences.nus.edu.sg/modules/lsm4199/LSM4199_List_of_eligible_supervisors.xls
- b. Students may proactively approach LS academic staff eligible as main supervisors to seek project opportunities. There is no window when students may do so. More information about individual LS academic staff member is available at the websites of the six LS departments. Students are to check that the staff they have interest to work with are in the list of eligible supervisors. Students may view available projects at <http://lifesciences.nus.edu.sg/modules.html#lsm4199> during the project mounting period.
- c. Students are to contact potential supervisors to discuss the project opportunities. Students should declare their specialisations during the discussion to give academic staff a better picture on whether their projects would be appropriate for the students' study tracks.
- d. After both main supervisor and student have agreed on an Honours research project, the student should provide the main supervisor with the following information:
 - i. Student Number (i.e. A0123456X)
 - ii. Mobile Contact Number

- e. The main supervisor and student will mutually agree on the exact date to commence the project work.

Note:

The project registration should be completed by the first week of the semester in which they begin their project. The actual commencement of the project work can begin any time before the official registration deadline.

5. Responsibility of Main Supervisor and Problem Resolution

- a. **Every main supervisor is directly responsible for the supervision of the project offered by him/her and the student registered under his/her account, and this responsibility cannot be transferred to postdoctoral or postgraduate members of the research group.** Nonetheless the help of laboratory staff and senior students may be recruited as mentors. The final responsibility still lies with the main supervisor.
- b. When encountering issues during the course of the project, students should first approach the main supervisor.
- c. In case of unresolved conflict between the main supervisor and student, it should then be presented to the Department LSM4199 coordinator who will decide on the appropriate actions to resolve the conflict.

6. Assessment and Examination

- a. Students will be assessed on their general work performance during the term of the project by their main supervisors. Each student will also be examined by two examiners via a project presentation and the submitted Honours thesis.
- b. The project presentation will take place during a stipulated window late October (typically Weeks 9-11) for Semester 1 and Semester 2 for respective LSM4199 cohorts. The format of the project presentation will be determined by the Departments hosting the projects.
- c. The deadline for thesis submission will be after poster presentation, on a stipulated date early April (typically Week 12 of Semester 2) and early November (typically Week 12 of Semester 1) for Semester 1 and Semester 2 LSM4199 cohorts respectively. A penalty of 2-mark deduction to the final score per day (inclusive of non-working days) after thesis submission deadline will be imposed for every late submission.
- d. In the event a student being unable to meet the stipulated date for poster presentation or thesis submission, the student and his/her main supervisor will have to inform the Department LSM4199 coordinator and the Overall LSM4199 administration. The administration will review on a case-by case basis and decide on the appropriate action and/or penalty.

7. Unofficial Honours Status

Students who have been granted Unofficial Honours Status by the Science Dean's Office will be allowed to begin working on their project in the semester stipulated in the approval document/email. Such cases may be registered for projects but will not be pre-allocated with LSM4199 before the unofficial Honours status is converted to official.

8. Official Communication and Enquiries

- a. All official administrative matters pertaining to LSM4199 will be communicated to students via their official NUS email addresses and via IVLE. Students should check their email accounts and IVLE regularly for such communication, read and, if necessary, respond accordingly. When necessary, students will be reached via the contact numbers submitted during project registration.
- b. Enquiries on LSM4199, please contact Mr Lim Miah Kyan, at dbslmk@nus.edu.sg.

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