<table>
<thead>
<tr>
<th>SUGGESTED DEADLINE</th>
<th>TASK TO BE COMPLETED</th>
<th>% OF FINAL GRADE</th>
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</table>
| Ongoing                          | In Class Participation  
Weekly attendance and participation is mandatory for all students. | 10%              |
| 30 days after start of term      | Literature Review  
This will be graded by the supervisor. Any problems with the project and suggested remedies should be communicated to the student by the supervisor/co-supervisor at this time. | 15%              |
| After midterm break              | Midterm Report  
A first draft of the Research Proposal should be given to the supervisor to allow time for revisions to be made. The supervisor(s) should provide recommendations to the student on the first draft in a timely manner. Revisions, if any, should be made by the student and sent back to the supervisor(s) before the final grade is to be submitted (see below). | 15%              |
| Ongoing                          | Lab Performance  
The supervisor will assess the work completed by the student as part of the course and this may include lab/field work, statistical analyses, computer computations or programming, planning and trouble-shooting. | 25%              |
| Last week of term                | Research Proposal  
Copies of the final written proposal will be submitted to the supervisor in the desired format. **No extensions will be granted without penalty unless there is a written request, approved by the Course Coordinator.** The supervisor must provide the Course Coordinator detailed reasons for such an extension before an extension will be granted. | 20%              |
| Last week of term                | Final Presentation                                                             | 15%              |