



CIHR/MSFHR Strategic Training Program in
BIOINFORMATICS

Guidelines for the Chair of the Master of Science Thesis DEFENCE Examination

Note: The Chair is an active examiner; the supervisor can examine too, but does not vote.

- 1) The Master of Science Thesis Defense Examination Form will be supplied to the Chair by the Bioinformatics Training Program Coordinator in advance of the examination date.
- 2) The examination will be scheduled for two hours.
- 3) At the beginning of the exam, ask the student to present a 15-20 minute summary of the thesis.
Round One: Call on each examiner and the supervisor to question the student for approximately 20 minutes: the examiners first, and then the supervisor.

Round Two: As in Round One (may proceed to Round Three).
- 4) Following this, ask for questions from others in the room.
- 5) Ask the student to leave the room.
- 6) Lead a discussion of the thesis and examination:
 - i) What is the merit of the thesis?
 - ii) Assess the oral presentation and response to questions.
 - iii) Ask for comments from the supervisor.
- 7) Request that the examiners provide a pass/fail vote (orally or written ballot). Then the examiners will agree on the outcome of the examination after consultation with the supervisor. Decide on a grade.
- 8) Put comments on the Master of Science Thesis Defense Examination Form and circle Pass/Fail and provide a grade. All Examination Committee members must sign the form.
- 9) Ask the student to return to the room to receive the outcome of the vote. At that time, the student will also be advised of the changes to the thesis suggested by the Examination Committee that must be incorporated into the final thesis.

Return form to: Bioinformatics Training Program Coordinator