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April 27, 2009

MEMORANDUM

TO: Oral's Candidate

FROM: Dr. Phyllis M. Connolly
Graduate Coordinator

SUBJECT: Masters' Oral Examinations NURS 297, Spring 2009,
May 14, HB 408

Congratulations! You are about to complete the last part of your course, NURS 297 for the Masters of Science degree in Nursing. Now that you have completed your project, you will have the opportunity at the Oral examination to present your study/project to faculty, fellow students, family and friends. The date for the presentations for you is May 14 in HB 408. The Orals schedule will be posted online at the School of Nursing Website with the Graduate Program information at <http://www.sjsu.edu/nursing/graduate.html> and at my Faculty Web page also available at http://stage.sjsu.edu/faculty_and_staff/course_detail.jsp?id=382 Please note your time and date for Orals at the end of this letter. You will also need to complete the EBI Exit Survey online which will be sent to you.

Orals

Your presentation should be approximately 15 minutes with 5 minutes for questions, a total of 20 minutes. The first two questions will be posed by your Advisors. Present your study by first discussing how you became interested in the topic, research questions or purpose, design, methods, findings or outcomes, and implications for practice.

You should have the following on the day of Orals:

- 1) Bring approximately 25 copies of your abstract, with the title and your name and advisors
- 2) Signature Form signed by both advisors (file attached)
- 3) 2 copies of your abstract and your manuscript
- 4) Verification of submission of completed manuscript to a scholarly journal. This is either receipt from the Post Office, FedEx receipt, or online receipt.

For Power Point presentations, there will be a computer available in HB 408. You need to e-mail your Power Point File to Amit Tiwari at atiwari@son.sjsu.edu by May 11th. Please label the file "orals" and your last name. Please limit your slides to 15 since you will have only 15 minutes for your presentation. If you require any other media or have any questions, please call Amit Tiwari at (408) 924-3137. If you have any other questions related to Orals-email me at connollydr@son.sjsu.edu.

You need not stay for the entire day. However, sometimes we are early for some presentations and late for others, so please try to be patient and adjust your schedule accordingly. Plan to be at orals 30 minutes before your scheduled time.

Convocation will be held on May 23, at 2:00 PM in the Event Center on campus.. For additional information about fees and arrangements, contact Grace Lee at graciethuyle@yahoo.com or 408-826-1218 or Neelam Murthi at neelam.murthi@gmail.com or 408-425-8052. For more information see the Graduate Newsletter online at the School of Nursing Graduate website at <http://www.sjsu.edu/nursing/PDF/newsletter.pdf>

Commencement is scheduled for May 23, 2009 at 9:30AM at Spartan Stadium. For additional information about the ceremony see the Spring 09. Graduate Newsletter online at the School of Nursing Graduate website and the University website <http://www.sjsu.edu/commencement>.

I look forward to hearing your presentation and acknowledging your work. This is an important and exciting culminating event!

You are scheduled for: