DFP CREATE (Designing for People Collaborative Research and Training Experience)

Program Requirements Checklist for DFP Students Cohort 2 (Academic Year 2018/19)

Full Name:	Student Number:	Date:
UBC Email address:	Non-UBC Email addres	s:
Department, Degree and Program:		
Status in Canada (if changed):	Expected	Graduation Date:
DFP PRIVACY NOTICE ON I	DATA COLLECTION	
The DFP CREATE program is funded by Part of the reports CREATE programs a trainees, their participation in the progrogram. Please see below the NSERC concerns about this, please contact df	re required to submit to NSERC in gram and the financial support the Privacy Notice regarding the data	clude information on all DFP ey have received from this
CREATE Program NSERC Privacy Notice		
This is to inform you that NSERC require personal information from trainees, te individuals participating in the CREATE statistics that enables NSERC to report that is needed will be requested. The paccordance with the federal Privacy Acapersonal information may also be shar interviews on NSERC's behalf.	am members (co-applicants and comprogram. The purpose of gathering on the CREATE program's overall personal information that is collected will be shared with the CREATE programs.	collaborators) and other ng this information is to generate performance. Only information ted, used and disclosed is in program committee. The
The Privacy Act gives individuals the rigincorrect information. For more information, contact NSERC a	mation or to access your persona	
I confirm I have read the NSERC Pri	vacy Notice, and I agree with shar	ing my information with NSERC
CHECKLIST FORM OVERVII	EW	

- → Students are responsible for sending an updated Requirement Checklist to dfp-admin@dfp.ubc.ca every year by the end of the second term.
- → Items that are identified as **Optional** are not a DFP Program requirement for your cohort.
- → Items in the "Additional Data Collection" section are not DFP program requirements. However, DFP is required to provide this information in our report to NSERC to obtain further funding to support the program. Therefore, we kindly request that you complete the section to the best of your ability.
- → The **following format should be used** to write the term number: Sep-Dec 2021 or Jan-Apr 2022.

- → Students are required to complete CPSC 544 (3 credits) and CPSC 554K (3 credits).
- \rightarrow Students exempted from CPSC 544 need to provide the approval as an attachment to this form.

Core I: CPSC 544 Fundamentals in Designing Interactive Computational Technology for People: Taken in Term: or
Core 2: CPSC 554K DFP Project: Taken in Term:



DFP ELECTIVES COURSES (5 credits) [Optional]

→ Students are required to take elective courses totalling 5 credits from the set of DFP-approved 1-3 credit courses in advanced research methods, prototyping, and advanced topics courses. An updated list of eligible courses is accessible on the <u>DFP Website</u>.

Course Code, Number, & Title:		
Department:	Credits:	Taken in Term:
Course Code, Number, & Title:		
Department:	Credits:	Taken in Term:
Course Code, Number, & Title:		
Department:	Credits:	Taken in Term:
Course Code, Number, & Title:		
Department:	Credits:	Taken in Term:
Course Code, Number, & Title:		
Department:	Credits:	Taken in Term:

DFP PROFESSIONAL DEVELOPMENT COMPONENTS

DFP@UBC Seminars:

→ Students are expected to attend the DFP@UBC Seminar regularly for at least two terms. We encourage students to continue attending the seminars even after fulfilling this requirement.

DFP@UBC Seminar: Attended regularly in Term:and Term:and Term:
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DFP Workshops:

- → Students are required to participate in the DFP Workshops listed in the below box.
- → Students are only required to take either the e-Portfolio Workshop or the Literature Review Workshops (Part A and Part B). CREATE students are, of course, welcome to take both if they wish.
- → Information about workshop dates can be found here. Contact dfp-admin@dfp.ubc.ca if you missed a workshop.

DFP Research Ethics Workshop (Lecture and Panel): DFP	Date:
NDA, IP and License Workshop (Lecture):	Date:
DFP Project Video Workshop Part A (Narrative): [Optional]	Date:
DFP Project Video Workshop Part B (Technical): [Optional]	Date:
DFP Literature Review Workshop Part A: [Optional]	Date:
DFP Literature Review Workshop Part B: [Optional]	Date:
DFP E-Portfolio Workshop:	Date:

Pathway Workshops/MITACS Trainings: [Optional]

- → Students are required to attend a minimum of 16 hours (20 hours recommended) of Graduate Pathways to Success workshops or MITACS trainings, covering at least three of the five offered competence themes:
 - Self-Management (Pathways) / Personal & Professional Management (MITACS)
 - Professional Effectiveness (Pathways) / Communication & Relationship Building (MITACS)
 - Career Building (Pathways) / Entrepreneurialism (MITACS)
 - Constructive Leadership (Pathways) / Leadership & Management (MITACS)
 - Graduate School Success (Pathways)

Graduate Pathways to Success Workshops / MITACS Trainings attended:	
Title:	(hours)
Competence category:	Date:
Title:	(hours)
Competence category:	Date:
Title:	(hours)
Competence category:	Date:
Title:	(hours)
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Competence category:	Date:
Title:	(hours)
Competence category:	Date:
RESEARCH THESIS OR MAJOR PROJECT → Students are required to have a DFP related topic for the project. → If all other DFP CREATE Program requirements are met by yet complete, you may still be eligible to graduate from	out the research thesis/major project is not
box below for your on going research thesis/major projeadmin@dfp.ubc.ca.	ect and email the completed form to dfp-
Research Thesis or Major Project	
Completed or Ongoing	
Graduation Date (Conferred or Expected Date):	
Title:	
Link to the Thesis/Project (if available):	
ADDITIONAL DATA COLLECTION	
 → Students are not required to have research outputs or of However, if you have done any during your involvemen → For date details, only year and month are needed. → All checkboxes that apply should be selected 	
Research Outputs (Article, Presentation):	
Title: Journal/Conference: All Authors/Presenters/Collaborators:	Published/Submitted Date:
Published or accepted in a refereed journal or conference Submitted to a refereed journal or conference proceed Conference presentation Conference poster	•
Title:	

Journal/Conference:	Publishe	d/Submitted Date:
All Authors/Presenters/Collaborators:		
Published or accepted in a refereed jo	ournal or conference proce	eding
Submitted to a refereed journal or co	nference proceeding	
Conference presentation		
Conference poster		
Title:		
Journal/Conference:		
All Authors/Presenters/Collaborators:		
Published or accepted in a refereed jo	•	eding
Submitted to a refereed journal or co	nference proceeding	
Conference presentation		
Conference poster		
Title:		
Journal/Conference:		
All Authors/Presenters/Collaborators:		
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Published or accepted in a refereed jo	·	eaing
Submitted to a refereed journal or co	nterence proceeding	
Conference presentation		
Conference poster		
Title:		
Journal/Conference:		
All Authors/Presenters/Collaborators:		
All Authors, Fresenters, Collaborators		
Published or accepted in a refereed jo	ournal or conference proce	eding
Submitted to a refereed journal or co	-	cang
Conference presentation	merence proceeding	
Conference poster		
Contentine poster		
Internships:		
•		
Job Title:	•	
Job Title:	_	
Job Title:	_	
Job Title:	Organization:	Duration:
Awards and Scholarships:		
Awards/Scholarship Name:		
•		
Organization:Received Date:		
All Recipients.		
Awards/Scholarship Name:		
Organization:		

All Recipients:		
Awards/Scholarship Name:		
Organization:	R	eceived Date:
All Recipients:		
Awards/Scholarship Name:		
Organization:		
All Recipients:		
Patents:		
Name:		
Associated Organization:		
All Recipients:		
Name:		
Associated Organization:	Filed	/Issued Date:
All Recipients:		
Complete the following se	ction when you are ready	to graduate from the
	DFP CREATE Program	
DFP CREATE GRADUATION	M	
DFP CREATE GRADUATION	V	
I certify that I have fulfilled all DFP	requirements, and I am ready to gr	aduate from DFP
Student		
Name:	Signature:	Date:
TWO THE	Jigilatare	
Academic Supervisor		
Name:	Signature:	Date:
TWITTE:	Jigitature	. Date:
DED Managament Committee Commit	ation Confirmation	
DFP Management Committee Completion Confirmation		
Name:	Signature:	. Date:
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