DESIGNING for PEOPLE

Cohort 4 (Academic Year 2020/21)

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

Requirements Checklist for DFP Graduate Students

Name: .... Department: ....

Student Number: .... Email address: .... Last Updated: ....

Students should fill out this form annually and email it to dfp-admin@dfp.ubc.ca (cc your DFP supervisor) by April 15.

▶ PROGRAM REQUIREMENTS: OVERVIEW

→ The minimum requirements of the Designing for People (DFP) CREATE consist of:

CORE COURSES (6 credits) + DFP ELECTIVES (5 credits) + DFP PROFESSIONAL DEVELOPMENT COMPONENTS

→ Several requirements come together through the Core Courses, Electives, and the Professional Development. We advise students to plan out fulfilling all requirements when planning their academic year(s) and signing up for courses.

▶ DFP CORE COURSES (6 credits)

→ Students are required to complete CPSC 544 (3 credits) and CPSC 554K (3 credits).
→ 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 ☐ Exempt from CPSC 544 (skills inventory form & approval attached)

☐ Core 2: CPSC 554K DFP Project

Taken in Term: ....

▶ DFP ELECTIVES (5 credits)

→ DFP students are expected to take elective courses totaling 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 DFP Canvas sites.

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

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Department: .... Credits: .... Taken in Term: ....

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DFP PROFESSIONAL DEVELOPMENT COMPONENTS

→ DFP students are expected to attend the DFP@UBC Seminar regularly for **at least two terms**. The seminar usually happens on Wednesdays. We encourage students to continue attending the seminars even after fulfilling this requirement.

→ DFP students are expected to attend several custom designed lectures and workshops

→ DFP students are expected to attend **a minimum of 16 hours** (20 hours recommended) of Graduate Pathways to Success (Pathways) or MITACS workshops, 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)

→ Students should fill out their attendance below. Contact dfp-admin@dfp.ubc.ca if you missed a workshop.

☐ DFP@UBC Seminar: I attended regularly

in Term: ....

and Term: ....

You are only required to attend one of the two workshops below:

☐ Literature Review Workshop: A & B (Feb 18 & Mar 03, 2021)

☐ e-Portfolio Workshop (tbd)

All of the following workshops are required:

☐ NDA & IP Lecture (Held during CPSC 544 on Dec 01, 2020)

☐ Ethics Lecture & Panel (Held during CPSC 544 on Sep 22, 2020)

☐ Video Workshop: A (Narrative) (Held on Jan 20, 2021)

☐ Video Workshop: B (Technical) (Held on Feb 03, 2021)

Graduate Pathways to Success Program / MITACS workshops attended:

☐ Title: .... (........... hours)

Competence category: .... Date: ....

☐ Title: .... (........... hours)

Competence category: .... Date: ....

☐ Title: .... (........... hours)

Competence category: .... Date: ....

☐ Title: .... (........... hours)

Competence category: .... Date: ....

☐ Title: .... (........... hours)

Competence category: .... Date: ....

☐ Title: .... (........... hours)

Competence category: .... Date: ....

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COMPLETE WHEN PROGRAM IS FINISHED

☐ I certify that I have fulfilled all DFP requirements and I am ready to graduate from DFP

Student

Name: ……………………………………………… Signature: ……………………………………………… Date: ………………………………….

Academic Supervisor

Name: ……………………………………………… Signature: ……………………………………………… Date: ………………………………….

DFP Management Committee Completion Confirmation

Name: ……………………………………………… Signature: ……………………………………………… Date: ………………………………….

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