

DISSERTATION PUBLIC LECTURE PRESENTATION - DEFENSE

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Name _____ PID _____
 Address _____ Telephone _____
 E-mail _____ Dissertation Director(s) _____
 Title of Dissertation _____

PART 1: PRE-APPROVAL: DISSERTATION IS READY FOR PRESENTATION – DEFENSE

My signature below indicates I have read the dissertation, approve its content and certify that it is **READY** for the Public Lecture Presentation – Defense

<i>Dissertation Committee Names and E-mail Addresses</i>	<i>Dissertation Committee Signatures</i>	<i>Date</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Outside Member

PLEASE CHECK THIS BOX TO ENSURE THAT SAFE ASSIGN CERTIFICATION HAS BEEN OBTAINED.

MUST BE SIGNED BY DISSERTATION DIRECTOR OR GRADUATE DIRECTOR

Signature: _____

FINAL DEFENSE DETAILS

Date: _____ Time: _____ Room/Bldg: _____

GRADUATE DIRECTOR APPROVAL: _____ Date: _____

GRADUATE SCHOOL APPROVAL: _____ Date: _____

PART 2: DECISION ON PASS/FAIL OF FINAL DEFENSE

After review of the dissertation, and on the basis of the lecture presentation – defense, the Examining Committee certifies that the Candidate:

<i>Dissertation Committee Signatures</i>	<i>Date</i>	PASSED DEFENSE	FAILED DEFENSE	Revisions to Dissertation Required
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	

RETURN TO GRADUATE SCHOOL WITHIN 48 HOURS

INSTRUCTIONS

The Dissertation Public Lecture Presentation - Defense is required of all doctoral candidates and centers upon the candidate's research and dissertation.

1. The candidate and the department prepare Part I of the Final Report form as well as the Conflict of Interest form. They must be signed by all committee members, indicating approval of the content of the dissertation for a Public Lecture Presentation-Defense. **SAFE ASSIGN CERTIFICATION** must be obtained by the dissertation director or the graduate director. **Starting January 1, 2017, the first page of Safe Assign reports must be sent to the Ph.D. Office in order for pre-defense paperwork to be considered for approval.**
2. The candidate uploads his/her manuscript to the ETD site ('submit manuscript' <http://www.etsadmin.com/cgi-bin/main/home?siteId=101>)
3. The candidate submits the form and a copy of the Public Announcement of the defense to the Graduate School.
4. Everything must be submitted at least **two** weeks in advance of the Public Lecture Presentation - Defense.
5. The Graduate School verifies that the dissertation has been uploaded and audits the file to make sure the student is eligible for Final Defense.
6. If plans for the Public Lecture Presentation - Defense must be changed, the program's Graduate Director shall notify the Graduate School, the candidate, and the members of the dissertation committee.
7. The Final Report form and the Graduate Examiner's Report form with all signatures and marks, are returned to the Graduate School within 48 hours of the defense.

CONDUCT OF THE DOCTORAL DISSERTATION PUBLIC LECTURE PRESENTATION – DEFENSE

The Doctoral Dissertation Public Lecture Presentation - Defense has three phases: the public lecture presentation - defense; a private meeting of the dissertation committee with the candidate; and the evaluation of the candidate's performance by the dissertation committee, in the absence of the audience and the candidate.

The Public Lecture Presentation - Defense

In the public presentation and defense, the candidate is expected to share the results of his/her dissertation research with the audience and the dissertation committee. This lecture or presentation may vary in length depending on the circumstances or discipline. Its conduct shall be under the jurisdiction of the candidate's dissertation director, serving as the Graduate Examiner. At the end of this public lecture or presentation, the dissertation committee members, as well as members of the audience, are encouraged to direct to the candidate questions pertaining to the presentation or research.

The Dissertation Committee's Meeting with the Candidate

At the conclusion of the public presentation and defense, the dissertation committee members meet privately with the candidate to pose further questions about the candidate's research or to address issues related to the dissertation manuscript. All required revisions are recorded and submitted to the Graduate School along with the Final Report form and the Graduate Examiner's form. The Graduate Examiner presides at this meeting.

The Evaluation of the Candidate's Performance

The Dissertation Committee is responsible for examining and certifying that the candidate has an adequate command of knowledge in the chosen field of study and can organize, apply and convey that knowledge. A candidate may be passed if there is not more than one negative vote by the committee. Abstentions shall be considered negative votes. A committee member absent is considered a negative vote.

Following completion of the public presentation and defense and the private meeting of the candidate with the committee, the dissertation committee members, in the absence of the candidate and audience, discuss the candidate's performance and decide whether or not he/she has passed the defense. The Graduate Examiner chairs the discussion and communicates the result to the candidate.