

**Course Syllabus**  
**SCPS 682: Professional Communication Skills**  
**Credit: 1(1-0-2) Academic Year 2024**

**Course Coordinator:** Associate Professor Arthit Chairoungdua, Ph.D.  
Room Pr414, Department of Physiology  
Faculty of Science, Mahidol University  
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**Course Schedule:** Jan 2025 – March 2025, 9:00 a.m. – 11:00 a.m.

**Curriculum:** Master of Science Program in Physiology  
(Required course)

**Semester offering:** Second semester

**Prerequisite:** None

**Course Description:**

Scientific writing and communication skills, principles for scientific writing, scientific integrity, ethical guidelines for scientific writing, research papers and grant proposals writing, guidelines for scientific presentations

**\*Program Expected Learning Outcome (ELOs) aligned with skills expected from this course**

ELO		Expected skills
ELO 1	Demonstrate ethics, morality, responsibility	K3. Research ethics
ELO 3	Apply research skills in physiology or related fields to produce publications or other research outputs	K8. Scientific paper reading and writing
ELO 4	Demonstrate teamwork and leadership skill	GS1. Working group
ELO 5	Transfer/deliver knowledge by using various means of communications	GS5. English Writing GS9. English Speaking GS10. Communication skills GS11. IT usage K12. Public speaking

**Course Learning Outcome (CLOs)**

CLO 1 Effectively write scientific communication in the context of physiology and related fields

CLO 2 Effectively present scientific works in the context of physiology and related fields

**Constructive Alignment of Course Content to CLOs and Program's ELOs**

Content	CLO	ELO	SS/GS/K	T/L Approach	Assessment
Ethical guidelines for scientific writing	1	1, 4	K3, GS1	Reading assignment, Class discussion	Rubric for class participation*
Proposal writing	1	1, 3, 5	K8, GS5	Lecture Writing assignment	Writing assignment
Research paper writing	1	1, 3, 5	K8, GS5	Lecture Writing assignment	Writing assignment
Content and organization of scientific talks	2	5	K12, GS9–11	Lecture Presentation	Rubric for presentation
Poster/oral presentation/Public speaking	2	5	K12, GS9–11	Lecture Presentation	Rubric for presentation

\*Rubric for class participation will be used in all lectures.

### Course Assignments

- Reading assignments before the class
- Discussion topics, case study, original/research articles, review articles
- Writing assignments after the class
- Preparation for oral presentation/poster presentation before class

### Assessment Criteria

#### *Formative evaluation*

- Feedback on writing assignments
- Feedback on group discussion
- Feedback on presentations

#### *Summative evaluation*

- Class attendance and participation 40%
- Class assignments (presentation, writing) 60%

Students will be graded (A, B+, B, C+, C) based on student's score from the whole course. To pass this course, students must receive score equal or above 60%.

Grade	Score
A	<u>≥</u> 85

B+	$\geq 75$
B	$\geq 65$
C+	$\geq 55$
C	$< 55$

## References

- Assigned reading materials
- A.H. Hofman, "Scientific writing and communication: Papers, proposals, and presentations", Oxford University Press (2010).

Appeal Procedure: Students can appeal about the assessment, grade or any issues directly to the instructors and/or course coordinator by direct contact, email or telephone.

Updated: 5 January 2025

SCPS 682: PROFESSIONAL COMMUNICATION SKILLS  
CREDIT 1(1:0:2)  
Department of Physiology, Faculty of Science, Mahidol University  
Room: Pr 408  
Course coordinator: Arthit Chairoungdua, Ph.D.

	Date	Time	Topic	Instructors
-	Jan 13	08:30-09:00	Course orientation	Arthit
1	Jan 13	09:00-11:00	Fundamental and ethical guidelines of scientific communication	Nattapon
2	Jan 20	09:00-11:00	The key components of proposal writing	Sunhapas
3	Jan 27	09:00-11:00	<b>Workshop 1:</b> Steps for writing a standout proposal	Narattaphol
4	Feb 3	09:00-11:00	Expressing ideas through graphical illustration	Tai
5	Feb 10	09:00-10:00	Steps for professional oral presentation	Tai/Panan
		10:00-11:00	How to use Turnitin/Endnote	Benjamin
6	Feb 17	09:00-11:00	<b>Workshop 2:</b> Oral presentation 1	Panan/Tai
7	Feb 24	09:00-11:00	<b>Workshop 3:</b> Oral presentation 2	Panan/Tai
8	March 3	13:00-15:00	Steps for professional poster presentation	Nittaya/Arthit
9	March 10	13:00-15:00	<b>Workshop 4:</b> Poster presentation	Nittaya/Arthit
10	March 31	09:00-11:00	Guidelines on presenting proposal to venture capitalists	Kanit
11	April 21	08:30-10:30	<b>Workshop 5:</b> Business pitching	Kanit

### Rubric for Class Participation

	Poor (1)	Fair (2)	Good (3)	Excellent (4)	Score
<b>Preparation (20%)</b>	<b>Almost never</b> prepared for class	<b>Rarely</b> prepared for class	<b>Often</b> prepared for class	<b>Well</b> prepared for class	
<b>Participation (40%)</b>	<b>Almost no</b> contribution to the class by offering ideas and/or asks questions	<b>Rarely</b> contributes to the class by offering ideas and/or asks questions	<b>Often</b> contributes to the class by offering ideas and/or asks questions	<b>Proactive</b> contribution to the class by offering ideas and/or asks questions	
<b>Listening (20%)</b>	<b>Almost never</b> listen carefully and respectfully	Listen carefully and respectfully <b>sometimes</b>	Listen carefully and respectfully <b>most of the time</b>	Listen carefully and respectfully <b>all the time</b>	
<b>Question Handling (20%)</b>	<b>Almost never</b> responses to questions	<b>Inappropriate/ ineffective</b> in responses	<b>Appropriate &amp; quite effective</b> responses to questions	<b>Effective</b> responses with integrative view	
<b>Total score..... (100%)</b>					

### Rubric for Presentation

	Poor (1)	Fair (2)	Good (3)	Excellent (4)	Score
<b>Slide Design (20%)</b>	- Color, text types and sizes are mostly inappropriate	- Some inappropriate color, text types and sizes	- Color, text types and sizes are mostly appropriate	- Well designed color, text types and size	
<b>Organization (30%)</b>	- The flow was unclear and confusing - Insufficient information	- Some parts of the flow were confusing - Contain most of the information	- The flow was clear, concise and easy to follow - Contain all essential information	- Well-organized flow of presentation - Fully engage with all information	
<b>Language (10%)</b>	- Incorrect and inappropriate vocabulary and grammar	- Some incorrect and inappropriate vocabulary and grammar	- Mostly used correct and appropriate vocabulary and grammar	- Minimal incorrect or inappropriate vocabulary and grammar	
<b>Delivery (30%)</b>	- Inappropriate speed and volume of speaking	- Irregular speed with uneven volume of speaking	- Appropriate speed and volume of speaking	- Speak with fluctuation in volume and emphasize key points	
<b>Gestures (10%)</b>	- No eye contacts - Inappropriate gestures distracting the presentation	- Occasionally eye contact - Some appropriate gestures supporting the presentation	- Eye contact in important points - Gestures support overall presentation	- Properly engage with audience - Gestures contribute nicely to the presentation	
<b>Total score..... (100%)</b>					