Regarding attendance and scoring for the seminar course

※ Notes for Attendance：

A. Classes are scheduled to be held in room EC6019 (Department of Electrical Engineering), EC2002 (Institute of Communications Engineering) or EC1001 (Institute of IC Design) in the Electrical Engineering Building. Please refer to the weekly announcements for the specific location.

B. Most seminars are conducted in Chinese. **If an English session is available, please prioritize attending those organized by our department (EE, Communications, IC Design, and IMEPE).** The number of sessions in each field is limited, attending seminars across different fields is encouraged to broaden your horizons.

- **If you cannot fulfill the requirement through our department's English sessions (due to course conflicts or limited availability)**, you should next prioritize English seminars from other departments in the College of Engineering (CSE, Photonics, or Mechanical Engineering).
- **Pre-recorded online seminars should only be considered if you are still unable to meet the requirements after exhausting the in-person options mentioned above. These online sessions must be closely related to your research field.**

C. Dress Code & Etiquette: Please do not wear tank tops or flip-flops as a sign of respect. Please arrive on time to avoid disrupting the seminar.

※ Scoring：

Item A: Every student must attend at least six seminars within one semester and handwrite a feedback report for each. Report sheets can be obtained from the departmental office.

Unless otherwise specified when submitting your reports, the first six reports will be scored according to **Item B**, and up to five additional reports will be scored according to **Item C**. If you attend an in-person seminar, it will be prioritized for scoring under **Item B** before any online seminar.

Item B: For each seminar attended and corresponding report submitted, you will receive **10 points for attendance** and **0–7 points for the report (**The report score consists of **4 points for content** and **3 points for the word count in English)**.

✧The following situations will receive zero points: completely blank reports, written by another person, copied articles from the Internet, complete copy of the speaker's slides, copying reports from other students, content completely unrelated to the speech, Report not submitted by **17:00 on the same day** of the seminar.

✧English word count scoring (including punctuation):

- ✓ 0 points：fewer than 60 words
- ✓ 1 points：61-80 words
- ✓ 2 points：81-100 words
- ✓ 3 points：101 words or more

Item C:

If you attend more than six seminars, you may earn **1 point for attendance** and **0–7 points for the report** for each additional seminar, up to a maximum of five extra seminars. If more than five extra reports are submitted, only the first five additional seminars will be counted.

Item D:

✧If you attend an **in-person seminar**, please submit your handwritten report to the **TA in the classroom after the seminar**. You can collect your report sheet from the departmental office before your next seminar.

✧If you attend **online seminars during the semester**, you may prepare the reports in advance and submit them to the departmental office **the next time you attend an in-person seminar**.

✧The final submission deadline is **by the end of Week 15 of the semester**. Please make sure your handwriting is clear and legible.