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| **LN_DS** | **logo_Unil_Unige** |

Dear course organizer,

in order to inform students in detail about your course, its content and potential pre-requirements, the LNDS would like you to indicate the following information. You can certainly add points or discuss with the [LNDS coordinator](mailto:ulrike.toepel@unil.ch) in case of need, all course layouts and descriptions are flexible.

For storing materials related to your course, the [Moodle](https://moodle2.unil.ch/login/index.php) system can be used, an easy-to-handle and re-usable online e-learning platform with restricted access. Please contact the LNDS coordinator for more information and access.

*UNIL teachers: If you are interested to have your course evaluated by the participants (only for you or, alternatively by the* [*CSE UNIL*](https://www.unil.ch/cse/fr/home.html)*), please indicate this wish together with the course proposal. These evaluations are very useful in case you offer the course for the first time and/or you would like to have the results for future career steps. The LNDS coordinator can provide you with printed surveys, but we can also set-up an online survey with the CSE tailored to your course (requiring ~2m advance notice). The outcomes of the evaluation are only communicated to you by the CSE, but if you agree the doctoral program could receive a copy of the results, helping to improve our curriculum.*

*UNIGE teachers: If you are interested to have your course evaluated by the participants (only for you or, alternatively by the* [*POLE-SEA UNIGE*](https://www.unige.ch/dife/enseigner-apprendre/soutien-enseignement/evaluer-son-enseignement/formation-de-base/#tab2)*), please indicate this wish together with the course proposal. These evaluations are very useful in case you offer the course for the first time and/or you would like to have the results for future career steps. The LNDS coordinator can provide you with printed surveys if you only want the evaluations for yourself, but you can also set-up an online survey with the POLE-SEA UNIGE tailored to your course (requiring ~2m advance notice). The outcomes of the evaluation are only communicated to you, but it would be great if you could also send us a synthesis to help improving our curriculum.*

Thank you for filling the sections below and sending your proposal back to me.

Kind regards,

Ulrike

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| **Course title** |  |
| **Organizer(s)** |  |
| **# of course hours** |  |
| **Summary** |  |
| **Course level** | Introductory/intermediate/advanced |
| **Pre-requirements** | Other courses/ reading materials etc. |
| **Content of course sessions** | Session 1:  Session 2:  Session n: |
| **Course materials** | (e.g. course materials can be indicated like:  - go to ["https://moodle2.unil.ch"](https://moodle2.unil.ch) - log in with your institutional address (unil, chuv, epfl) - click on "[Faculté de Biologie et de Médecine"](http://moodle2.unil.ch/?redirect=0" \l "category-5" \t "_blank) > "[Ecole doctorale / doctoral school](http://moodle2.unil.ch/?redirect=0#category-101)" > "[Lemanic Neuroscience Doctoral School](http://moodle2.unil.ch/?redirect=0" \l "category-123)["](http://moodle2.unil.ch/?redirect=0#category-285) - course materials and papers will be stored under "[Course](http://moodle2.unil.ch/course/view.php?id=2925) name" |
| **Location** |  |
| **Course dates** | tbd |
| **Evaluation** |  |
| **Registration** | Please indicate whether maximal # of participants is limited (min. 6 for course to take place). The LNDS is happy to take over participant registration, and then send you the list of participants, but you can also choose to take inscriptions yourself.  Template phrase we use:  “The course is limited to XXX participants (if applicable). Register until … by writing a mail to [lndscourses@gmail.com](mailto:lndscourses@gmail.com) (with your supervisor in copy) and stating the course title as subject.” |