

Master in Life Sciences and Health

2025

Teaching Unit: Internship

Instruction and guidelines for the internship report and organization of the oral defense of the M1 internship

You will find below how to present the report and the oral defense of your M1 internship. Thank you to take into account the instructions that are described and advice given to you.

Report :

- **The report must be printed in 2 hard copies** to be submitted to the secretary of your platform, either by direct deposit at the platform secretariat, or by post, the postmark being taken as proof.

- **A PDF version** of your report must be uploaded on the deposit box on eCampus. Please do not send your reports by email in order not to clutter our mailboxes

The deadline for submission of the Internship report is Thursday, June 5th, 2025 at noon.

I - INTERNSHIP REPORT

Writing language

For students enrolled in the 'Scientific Project' teaching unit (in English), the report must be written in English. For those enrolled in the '*Projet Scientifique*' (in French), it can be written in French or English at your convenience and that of your supervisor(s).

Guidelines for writing and presenting the report:

This document must be clear and well-structured and should not be written at the last moment. It must be written with special care for the correct spelling and grammar (in French or in English).

- **Cover page** (upload the model from eCampus)
- **Table of contents**
- **List of relevant abbreviations** (avoid: DNA, RNA, PCR, WB, ...). Set the abbreviation (full word) to the first occurrence in the text.
- **3 to 5 keywords**
- **The report must not exceed 18 one-sided pages:**
 - Arial 11 font, line spacing 1.5
 - The captioned and clear figures will be presented next to the text. Each figure or table must be numbered, present a **detailed explanatory legend** and **must be quoted in the text**.
 - The pages of the report must be numbered, starting from the introductory page (page 1).
- A summary in English on the back cover

1 - INTRODUCTION

Repeat parts I and II of the Scientific Project report that you can modify to improve them if necessary, taking into account the recommendations of the tutor.

A - Introduction to the scientific context (3-5 pages)

Presents the general context and the state of scientific knowledge in which your research project fits. This part, based on a bibliographic analysis and discussions with your supervisor(s), must be built to progress "from the general to the particular" and logically bring Part II.

B- Scientific question(s) asked and objective(s) of the project (1 page max.)

Formulation of the scientific questions that you asked during your internship: they must be precise and in small numbers.

2 - Materials and Methods: 4 pages max.

Reference the material (strains, mutants, antibodies, ...) and the relevant methods used during your internship. Only detail the specific protocols of your subject, write them like an article format (it is not a question of sticking the bench 's protocol). You can also represent plasmid or construct maps, workflow diagrams, detailed genetic crosses, computational pipelines, etc., as figures.

3 - Results and discussion: 4 to 6 pages max.

Structure this part into clearly stated sub-sections, according to the objectives of the project presented in Part B of the Introduction.

Your results will be clearly presented and interpreted using numbered and captioned figures and tables.

Discuss your results beyond their direct interpretation by placing them in the bibliographic or laboratory context. Do they agree with your assumptions of work or do they question them?

4 - Conclusions and perspectives : 1 to 2 pages max.

Put back the results obtained during your internship in the scientific context.

How has your work advanced the answer to your problem? What would it possibly take to complete your approach? Should the approach be changed, and what adjustments should be considered? What are the ways to explore for the continuation of this work? ...

Bibliography

Any bibliographic reference must be quoted at least once in the text, in the legends of figures and tables. If possible, in full format (authors, titles, year, journal / journal, volume, issue, pages, ...). Cite in the text (*i.e.* xxx *et al.*, 2012). We advise you to use Zotero to manage your bibliography.

Summary in French and English (half page each) back cover

Annexes prohibited

Acknowledgments

To place off text, for example in the 2nd cover.

II- ORAL DEFENSE

Detailed organization, localization and schedule will be sent later by the managers of your platform.

You will have **10 minutes** to present your work and **about 10 minutes** will be reserved for the questions asked by the jury. A time will then be devoted to a discussion with your supervisor(s) and the student, then to the jury's deliberation.

You will have the necessary equipment to make a Power Point presentation (computer, laser pointer, ...).

You will deposit your presentations (NAME.pptx or .PDF) in the eCampus deposit box of your platform, at the latest the day before the defense.

As for the content, you do not have to present all the results presented in the written report, it may be wise to present the parts that you think are most relevant.

III- OPINION OF YOUR INTERNSHIP SUPERVISOR(S)

Your tutor (and / or co-supervisor) is/are invited to your defense.

He/They must complete a skills assessment form (which will be sent by email) to be given to the jury on the day of the defense (to be handed in a sealed envelope by your intermediary if he/they cannot come).

The filled skills assessment form will also be sent directly by e-mail to the managers of your platform

IV- Elements of the rating scale

- Report
- Oral
- Answers to the jury's questions
- Assessment of skills by the supervisor(s)

Good internship to all,

Regards,

M-H. Cuif et S. Bloyer

Pr. Marie-Hélène Cuif
marie-helene.cuif@u-psud.fr

Pr. Sébastien Bloyer
sebastien.bloyer@u-psud.fr