



# Cleveland State University

## McNair Scholars Program

### SUMMER ASSIGNMENTS DUE DATE SCHEDULES

Summer research: June 4<sup>th</sup> through July 27<sup>th</sup>, 2012

Dorm room availability may be different from above dates

<b>Document</b>	<b>Due date</b>
Summer Contract	April 13, 2012
Analyzing an article	May 11, 2012
Research action Plan	May 25, 2012
Proposal Approval Form & the Proposal	May 25, 2012
SRI supplies form	as needed
Research Internship Journal (weekly report)	June 8, 15, 22, 29; July 6, 13, 20, 27, 2012
Summer Research Report (biweekly report)	June 15, 29; July 13, 27, 2012
250-word abstract	August 17, 2012
Checklist for Final Research Paper	August 17, 2012
Final Research Paper & Cover Sheet	August 17, 2012
Project Assessment and Progress Report	August 17, 2012
Poster	August 31, 2012
Poster Day (10am-2pm, Student Center)	TBA



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McNair Scholars Program

**CONTRACT AGREEMENT – SUMMER RESEARCH INSTITUTE**

Scholar's Name: \_\_\_\_\_

This agreement indicates my consent to work under the supervision of my Discipline Faculty Mentor, \_\_\_\_\_, in designing, conducting, and documenting research which will be used to satisfy the following requirements of my participation as a research scholar in the McNair Scholars Program at Cleveland State University.

1. Analyze a journal article that will be given to you by your Discipline Faculty Mentor (DFM) and submit a one-page analysis.
2. Submit the Research Action Plan (one-page form)
3. Submit the Proposal Approval (one-page form and a one-page proposal)
4. Conduct at least 35 hour per week of research under the direction of a DFM for the entire eight week Summer Research Project
5. Submit Research Internship Journal every week
6. Submit Summer Research Report (Time and Effort) every other week
7. Attend and participate in all McNair activities during the entire eight weeks of the Summer Research Institute [This requires the scholar not to take any full-time employment. Part-time employment and/or summer classes acceptable at the discretion of the Discipline Faculty Mentor]
8. Submit 250-word research abstract to the McNair Scholars Program Office
9. Submit final research paper with approved discipline-based Faculty Mentor's signature no later than an agreed upon date by the McNair Scholars Office, faculty mentor and student
10. Present my research paper/project at a selected conferences

\_\_\_\_\_  
McNair Scholar

\_\_\_\_\_  
Date



# Cleveland State University

## McNair Scholars Program

### **ANALYZING A PUBLISHED ARTICLE WRITTEN/SUGGESTED BY YOUR DISCIPLINE FACULTY MENTOR**

**(Alternatively the scholar can present a poster in Science Research Day)**

Obtain a recently published article written/suggested by your Discipline Faculty Mentor. Send a copy of the article to McNair office.

Read the article, annotating questions and comments in the margins.

Write a one-page analysis of the article, including the following information:

- What is the author trying to say?
- Is the claim a claim of fact, value, or policy?
- What types of support are offered?
- Is the support compelling and convincing?
- What is the underlying assumption and warrant of the article's main argument?
- How is the article structured?

Your analysis should be more than simply answering the above questions. They are only a guide.



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### RESEARCH ACTION PLAN

Academic Year: \_\_\_\_\_

Semester: \_\_\_\_\_

Year of study: \_\_\_\_\_

Scholar Name: \_\_\_\_\_

Department/Faculty Mentor: \_\_\_\_\_

1. Research Topic:
  
2. Summary of Research Project:
  
3. Scholar's research responsibilities:
  
4. Academic and special skills needed:
  
5. Research work schedule:
  
6. Comments/Special needs/Suggestions:

\_\_\_\_\_  
Faculty Mentor Signature

\_\_\_\_\_  
McNair Scholar Signature

Updated: Nov. 2<sup>nd</sup>, 2011



# Cleveland State University

## McNair Scholars Program

### PROPOSAL APPROVAL

By signing this document, I acknowledge having worked with \_\_\_\_\_  
in designing , planning and conducting initial research in a proposed plan of study which will be used to satisfy the requirements of his/her participation as Discipline Faculty Mentor in McNair Scholars Program at Cleveland State University. The research proposal submitted reflects work of a scholarly nature, and the concepts and themes discussed therein pertaining to the field in which the proposed study is to be carried out are accurate and current. **[The SRI Research Proposal that accompanies this form has to be typed, minimum one-paged and double-spaced]**

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McNair Scholar (Signature)

Date

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Faculty Mentor (Please print name)

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Faculty Mentor (Signature)

Date

Updated: Nov. 2<sup>nd</sup>, 2011



Cleveland State University  
McNair Scholars Program

**RESEARCH INTERNSHIP JOURNAL (weekly)**

Academic year: \_\_\_\_\_

Scholar Name: \_\_\_\_\_

Date: \_\_\_\_\_

Faculty Member: \_\_\_\_\_

Discipline: \_\_\_\_\_

1. What aspect of the research project was completed this week?
  
  
  
  
  
  
  
  
  
  
2. What are the targeted goals for the research project in the upcoming weeks?
  
  
  
  
  
  
  
  
  
  
3. Are there any comments, questions, or concerns?
  
  
  
  
  
  
  
  
  
  
4. Are there any needs the McNair Program can assist you with?

Updated: Nov. 2<sup>nd</sup>, 2011



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**SUMMER RESEARCH REPORT (biweekly)**

Scholar Name: \_\_\_\_\_ Mentor Name: \_\_\_\_\_

Week of (Monday through Friday) Date \_\_\_\_\_ Through \_\_\_\_\_

Day of Week	From	To	Hours Worked	Tasks
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Total Weekly Hours				

Week of (Monday through Friday) Date \_\_\_\_\_ Through \_\_\_\_\_

Day of Week	From	To	Hours Worked	Tasks
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Total Weekly Hours				

I hereby certify that the time reported above represents a true statement

Scholar (signature) \_\_\_\_\_ Date \_\_\_\_\_

Mentor (signature) \_\_\_\_\_ Date \_\_\_\_\_

Updated: Nov. 2<sup>nd</sup>, 2011



# Cleveland State University

## McNair Scholars Program

### SUMMER RESEARCH INSTITUTE SUPPLIES

Scholar Name: \_\_\_\_\_ CSU ID : \_\_\_\_\_

Item Name: \_\_\_\_\_

Purchase Date: \_\_\_\_\_

Price: \$ \_\_\_\_\_

Relevancy to the project:

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Total fund claimed on SRI 09 research supplies so far (completed by McNair staff): \$ \_\_\_\_\_  
**(not to exceed \$125.00)**

\_\_\_\_\_  
Scholar's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mentor's Signature

\_\_\_\_\_  
Date

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# Cleveland State University

## McNair Scholars Program

### **ABSTRACT**

A 250 word abstract is required to be submitted with your final paper.

### POSTER / POWERPOINT PRESENTATION

- A copy of a poster presentation to be presented at the Annual CSU McNair Summer Research Symposium



# Cleveland State University

## McNair Scholars Program

### CHECKLIST FOR FINAL RESEARCH PAPER

- \_\_\_\_\_ Your name and contact information included.
- \_\_\_\_\_ All necessary parts of manuscript included.
- \_\_\_\_\_ All tables and figures mentioned, in order, and included with proper labeling.
- \_\_\_\_\_ All cited references included.
- \_\_\_\_\_ All references citations complete, according to style guidelines.
- \_\_\_\_\_ All text, tables, captions, and references carefully proofread for sense, grammar, and spelling – figures proofed for orientation and use of color.
- \_\_\_\_\_ Format: Typed, double spaced, 12 point font.
- \_\_\_\_\_ Submitted: Two copies, along with electronic document
- \_\_\_\_\_ Submitted: Final Research Form signed by Faculty Mentor

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Scholar Signature

Date

Updated: Nov. 2<sup>nd</sup>, 2011



Cleveland State University  
McNair Scholars Program

**FINAL RESEARCH PAPER**

Mentor: \_\_\_\_\_

Scholar: \_\_\_\_\_

Research project title: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I hereby state that \_\_\_\_\_ has completed his/her research  
and that the paper is approved by me.

\_\_\_\_\_  
Mentor (signature)

\_\_\_\_\_  
Date



**Cleveland State University**  
**McNair Scholars Program**

**PROJECT ASSESMENT & PROGRESS REPORT**

Academic year: \_\_\_\_\_

Semester: \_\_\_\_\_

Year of Study: \_\_\_\_\_

Scholar Name: \_\_\_\_\_ Date: \_\_\_\_\_

Department/Faculty Mentor: \_\_\_\_\_

To be completed by Faculty Mentor:

Goals and Measurable objectives for Project:
1.
2.
3.
Additions/Changes to Goals:
1.
2.
Areas for Scholars Improvement:
1.
2.

To be completed by the Scholar:

Brief summary of project achievements:
List any needs not being met by your department and/or mentor:
Comments and Suggestions:

\_\_\_\_\_  
Signature - McNair Scholar

\_\_\_\_\_  
Signature – Faculty Mentor

Updated: Nov. 2<sup>nd</sup>, 2011