



Cleveland State University

TRIO McNair Scholars Program

SUMMER ASSIGNMENTS DUE DATE SCHEDULES

Summer research: May 6th through August 26th, 2016

Dorm rooms will be available between May 21 – August 13, 2016

Document	Due date
Summer Contract	May 6, 2016
Analyzing an article	May 20, 2016
Research action Plan	May 20, 2016
Proposal Approval Form & the Proposal	May 20, 2016
SRI supplies form (for students)	as needed
Research Internship Journal (weekly report)	8 reports; every week from May 27 th or at the end of the first week
Summer Research Report (biweekly report)	4 reports; every other week from June 3 rd or at the end of the second week
250-word abstract	August 19, 2016
Checklist for Final Research Paper	August 19, 2016
Final Research Paper & Cover Sheet	August 19, 2016
Poster	August 26, 2016
Poster Day (10am-2pm, Student Center)	September 1, 2016



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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 30 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 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 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

Rev.: 04/12/2013



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

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

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



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]**

McNair Scholar (Signature)

Date

Faculty Mentor (Please print name)

Faculty Mentor (Signature)

Date



Cleveland State University

McNair Scholars Program

RESEARCH INTERNSHIP JOURNAL (weekly)

Academic year: _____

Report #: _____

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?



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SUMMER RESEARCH REPORT (biweekly)

Scholar Name: _____ Mentor Name: _____ Report #: _____

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 _____



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SUMMER RESEARCH INSTITUTE SUPPLIES

Scholar Name: _____ CSU ID : _____

Item Name: _____

Purchase Date: _____

Price: \$ _____

Relevancy to the project:

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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ABSTRACT

- A 250 word abstract is required to be submitted with your final paper. The abstract will be used for attending National McNair and other conferences

POSTER / POWERPOINT PRESENTATION

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



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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: along with electronic document
- _____ Submitted: Final Research Form signed by Faculty Mentor

Scholar Signature

Date



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McNair Scholars Program

FINAL RESEARCH PAPER

Mentor: _____

Scholar: _____

Research project title: _____

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

Mentor (signature)

Date