## SUMMER ASSIGNMENTS DUE DATE SCHEDULES

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

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

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

Rev.: 04/12/2013
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?
# SUMMER RESEARCH REPORT (biweekly)

Scholar Name: _________________ Mentor Name:___________________ Report #:_____

<table>
<thead>
<tr>
<th>Day of Week</th>
<th>From</th>
<th>To</th>
<th>Hours Worked</th>
<th>Tasks</th>
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Week of (Monday through Friday) Date_____________________ Through________________

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<th>Hours Worked</th>
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I hereby certify that the time reported above represents a true statement

Scholar (signature)_________________________________________ Date_______________________

Mentor (signature)_________________________________________ Date_______________________

Rev.: 02/21/2014
McNair Scholars Program

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

Rev.: 04/12/2013
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
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: along with electronic document

_______ Submitted: Final Research Form signed by Faculty Mentor

_____________________________________________________
Scholar Signature Date

Rev.: 03/02/2015
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

Rev.: 04/12/2013