

Date: 5/24/22

<b>Mentee Name:</b>	Aisling Macaraeg
<b>Faculty Mentor Name:</b>	Dr. Kathryn Ramsey
<b>Lab Mentor Name (Direct Supervisor):</b>	Hannah Trautmann

This compact outlines the expectations of the research work we will be doing together.

### Major Goals

Our major goals are:

Research project goals:	Validate results of 4C survival, to create plasmids for the use of Tn-Seq and hopefully perform Tn-Seq to determine the genes responsible for the survival of <i>F. tularensis</i> at 4C.
Mentee's Goals:	To improve my writing skills, learn more about Tn-Seq, improve my presenting skills.
Mentor's Goals:	Assist Aisling reach research and communication goals and mentor in future development

### Time/Scheduling

The mentee will work \_35\_ hours per week on the project over \_10\_ weeks during the summer.

The trainee's planned schedule is shown below:

Day	Time
Sunday	none
Monday	9 am -4:30 pm
Tuesday	9 am – 4:30 pm
Wednesday	9 am – 4:30 pm
Thursday	9 am -4:30 pm
Friday	9 am – 4:30 pm
Saturday	none

If the mentee needs to deviate from this schedule, then they will communicate this to the mentor at least \_1\_ days before the change occurs, with a plan to how this time will be made up otherwise.

### Communication and Meetings

*Communication.* On a daily basis, our primary means of communication will be through: Depending on context via face-to-face, slack, and/or email.

*Individual Meetings.* We will meet one-on-one to discuss our progress, the larger progress goals, and to evaluate the mentee's performance in the lab. We will reaffirm and revise our goals and expectations going forward for at least 20 minutes 1 time a week. It will be the mentee's responsibility to schedule these meetings.

In preparation for these meetings, the mentee will:

Lab notebook updated, as many questions about the project, technical details, overall detail. At least one question.

In preparation for these meetings, the mentor will:

Review project goals.

*Lab Group Meetings.* We will meet as a lab group to discuss recent progress and share research results for at least 60 minutes 1 time(s) a week.

In preparation for these meetings, the mentee will:

I will prepare a few slides (max 3) with the past weeks experiments, results, and interpretations to share with the group.

In preparation for these meetings, the mentor will:

*Mentee/Lab Mentor Meetings.* The mentee will meet with their lab mentor to discuss data and plan for experiments at least 30 minutes \_\_\_\_\_ times a week.

In preparation for these meetings, the mentee will:

In preparation for these meetings, the lab mentor will:

### Learning Preferences

When learning new lab techniques and procedures, the mentee will be trained by their lab mentor using the following procedures: (1) read through written instructions, (2) hands-on demonstration by lab mentor, (3) lab mentor will verbally direct mentee to do procedure, (4) mentee will do procedure on own with lab mentor nearby for help.

The proper procedure for documenting research results in our research group is a written laboratory notebook, unless otherwise decided upon by the mentee and mentor. The notebook will be checked monthly.

If the mentee gets stuck while working on the project (e.g. has questions, needs help with a technique, data analysis, etc.), the procedure to follow will be...

Look at old lab notebook first, confer with marissa about definite answer, and confirm with dr. Ramsey or grad student.

The standard operating procedures for working in our research group, which all group members must follow and the mentee agrees to follow are outlined in...

In our drive and in the protocols folder and in the printed out binder.

## Expectations

(Tailored to lab group - can include topics such as productivity, authorship, respect in lab, professional development, resolving conflicts)

- Place things where they belong (communicating that with others)
- Offer to help folks with lab tasks if you have time
- Perform primarily computer work off of benches / be thoughtful of space folks require (use 470 if possible!)
- Clean up after experiments (daily cleanup tasks when done)
- Speaking with respect to all lab mates
- Accurate notetaking and labeling
- Use your own stocks when appropriate
- Staying on top of lab tasks
- Add items to ordering list
- Be considerate of the Bertin / Rowley labs
- Take notes / ask questions

## Additional Considerations

The mentor and mentee have discussed the methodology used in the lab in detail and the trainee understands what is expected of them. To start working in the lab, the trainee must complete the following training...

The mentee agrees to not present any research findings from this laboratory in any shape or form without the explicit consent and approval of the mentor.

By signing below, we agree to these goals, expectations, and working parameters for this research project and experience.

Trainee Signature: \_\_\_\_Aisling Macaraeg\_\_\_\_

Date: \_\_\_\_5/26/22\_\_\_\_

Mentor Signature: \_\_\_\_Kathryn Ramsey\_\_\_\_

Date: \_\_\_\_5/26/22\_\_\_\_

Lab Mentor: \_\_\_\_Hannah Trautmann\_\_\_\_

Date: \_\_\_\_5/26/22\_\_\_\_

**Undergraduate Mentee Expectations - to be filled out by student**

<b>Why do you want to do research?</b>
I want to do research because I like to apply what I have learned in class to answer questions.
<b>What are your professional or personal goals related to this experience? How can this research experience and the mentor-trainee relationship help you achieve them?</b>
My professional goals are to improve my scientific communication skills through writing, speaking, and with the poster. This research experience and mentor-trainee relationship can help me achieve this through editing and constructive criticism with anything I write and with the poster.
<b>What would success in this research experience look like to you?</b>
Success in this research experience would be gaining confidence with my scientific thinking. Also, being able to make these plasmids would be super ideal, but it is difficult to know what sort of obstacles might pop up throughout this summer.
<b>What, if any, specific technical or communication skills do you expect to learn as part of the research experience?</b>
I'm pretty open to any and all skills to learn. I would like to do a mini-presentation if possible, because I find those to be very helpful to learning the concepts and the "why".
<b>Once you are trained in basic techniques, would you prefer to continue to work closely with others (e.g., on a team project) or independently?</b>
I like to work independently so I can be fully aware of everything that has happened on a project.
<b>If you have previous research experience, what skills do you expect to bring to your new research group?</b>