Semester planning sheet environmental biogeochemistry research:

Especially if you struggle with time management it may be helpful to keep a running log of research milestones with target dates. We can come back to these milestones during our meetings. Typical milestones (or goals) are

* *Define the scope of your research – end of January*
* *Identify and read six articles- end of January*
* *Generate a testable hypothesis- end of January*
* *Independently operate instruments- February*
* *Complete analyses –End of March*
* *Plot and describe data - April*
* *Submit abstract to a research conference, early April*
* *Synthesize data into a presentation for student research conference, April 19th.*

You can use these goals or modify them and make them more specific.

Please list your modified goals here:

You can also use this table for planning, best work back from your final goal (submission of a final report, presentation at the student research conference). Grades for research are due at the beginning of the exam period.

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| Task | January 2018 | February 2018 | March 2018 | April 2018 | May 2018 |
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Note: each product needs to be reviewed 2-3 times. Especially writing will take at least a week for me to review. If you plan to submit a final report end or April, the first draft has to come in end of March. Abstracts are faster and it’s ok to send a week before they are due. Finally, plan 2 weeks between first draft and final print for posters.