

List of Undergraduate Research Responsibilities for Mentors

Lewis-Clark State College

1. Communicate regularly. Communicate with your student researcher a minimum of once per week.
2. Establish and reinforce a **consistent** work schedule. My student researcher's work hours for the semester will be _____.
3. Establish a project that is feasible and of reasonable scope. Remember that even if the student is talented and mature, she/he is still an *undergraduate* student. Undergraduates typically have busy, rigid course schedules that change every semester. Respect holiday and vacation schedules.
4. Establish and **write down** clear expectations.
5. If the student is not complying with the terms set out in the Undergraduate Research Contract, act quickly and address areas in which the student is not meeting expectations.
6. Respond promptly to student inquiries.
7. Monitor and address any concerns about safety, equipment failure, and/or ethics.
8. Do not assume that a lack of questions means that the student understands or is making progress. Be proactive about assessing understanding and progress.
9. Provide encouragement; maintain a positive attitude; model resilience.
10. Expose the student to the full research process, even if he/she is only working on a small piece of it.