

Guidelines for MCDB 585

Interested students should contact the instructor prior to their second semester junior year.

For 585 (Juniors-Fall Semester):

- 1) **Research:** Students choose a research mentor. It is expected that the same research mentor will be used for 585 and 595/596. Assistance in selection of a research mentor can be arranged through the student's regular academic advisor. Students are expected to devote 20 hrs/week to their research.
- 2) **Committee:** Students need to form an advisory committee comprised of three faculty members. One is the research mentor and **at least two faculty members must come from the Department of MCDB**. The members of the committee should be arranged in consultation with the student's research mentor. **The committee should meet once within the first two weeks of the semester to discuss and approve of the research project.** (585 Committee Meeting #1) Students should set up individual meetings with each member of the committee (or full committee) and present your work mid-semester. Complete the 585 Committee Meeting #2 and uploaded to Canvas. Committee meetings may be scheduled by the student through [25LivePro website](#).
- 3) **Proposal:** Students should prepare a 1-page proposal (double spaced) stating the hypothesis and aims of your project and a short paragraph describing the approach. This proposal should be distributed to your committee and upload to Canvas **one week before this first committee meeting**.

Submission and Formatting Instructions for All Written Work: All papers should be uploaded to the Assignment section in Canvas by the deadlines stated. ***Additionally, please follow these formatting instructions:*** Students should follow the American Psychological Association Guidelines for formatting instructions. You can use the following URLs for more information:

- www.apastyle.org
- https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html (which is referenced by the Center for Teaching and Learning at this URL:
 - <https://ctl.yale.edu/FacultyResources/English>
- <https://ctl.yale.edu/sites/default/files/files/Formated%20Writing%20an%20APA%20Style%20Empirical%20Paper%20KVCulin.pdf>

Be sure to include a title page with the following information: (a) Title of Research, (b) Student Name, (c) PI Name and names of other laboratory mentors (other than PI), (e) Course & Term. Make sure to include a header on pages 2 through the end of the document with (a) Student Name, (b) Course & Term and (c) Page Number. Save papers as a pdf using the following nomenclature:

*StudentLastName_FirstName_MCDBCourse_Proposal/Prospectus_Term&Year.pdf. ***Please send a copy to your PI****

- 4) **Written Prospectus:** At the end of the course, students will prepare a written prospectus that will review their field, discuss their research accomplished and their research plan for 595. The paper should be approximately 8-10 pages double spaced, not including references, send to all committee members at least 1-2 weeks before prospectus presentation and uploaded to Canvas by **December 8, 2023 @ 5:00 pm**.
- 5) **Prospectus Presentation:** Students will present their prospectus to their advisory committee before the end of the Fall semester. (585 Committee Meeting #3) Students must notify the office of the DUS of the date of the scheduled presentation. The committee will question the student about their knowledge of both their field and research project. The committee will decide on a grade for the student. Prospectus Presentation may be scheduled by the student through [25LivePro website](#). Send email with date of Prospectus Presentation to [Andrea Chamba](#) the Undergraduate Registrar.
- 6) **Oral Presentations:** 585 Students are also **invited to attend any of the MCDB Oral Presentations sessions**: Fall 585 students are not expected to give an oral presentation during these sessions.
- 7) **Poster:** Students are invited to attend the MCDB Poster Session at the end of the Spring term and may (but are not required to) present a poster during Junior year.

**All Committee Meeting Forms are in the Canvas course site.

**MCDB 585 Initial Committee Meeting Form – Fall #1
Proposal Presentation**

Student: _____ Date of Committee Meeting: _____
Deadline: 6th Term

Thesis Advisor: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Research Title : _____

Proposal/Plan: _____

Student: *It is the student's responsibility to schedule the Proposal Presentation date, book a room, and fill out the top portion of this form and provide to Thesis Advisor at Proposal Presentation.*

Thesis Advisor: *Please complete the "Proposal/Plan" portion of this form; and return to office of MCDB DUS via andrea.chamba@yale.edu*

MCDB 585 (Individual or full) Committee Meeting Form – Fall #2

Student: _____ Date of Committee Meeting: _____
Deadline: 6th Term

Thesis Advisor: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Research Title : _____

Proposal/Plan: _____

Student: It is the Student's responsibility to schedule the Committee Meeting #2 date, book a room, and fill out the top portion of this form and provide to Thesis Advisor at Committee Meeting #2.

Thesis Advisor: Please complete the "Proposal/Plan" portion of this form; and return to office of MCDB DUS via andrea.chamba@yale.edu

MCDB 585 Prospectus Presentation Committee Meeting Form – Fall #3

Student: _____ Date of Committee Meeting: _____
Written Prospectus due December of Junior Year (at least one week before presentation date)
Deadline: 6th Term

Thesis Advisor: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Committee Member: _____ Dept: _____

Research Title : _____

Proposal/Plan: _____

Student: It is the student's responsibility to schedule the Committee Meeting #3 date, book a room, and fill out the top portion of this form and provide to Thesis Advisor at Committee Meeting #3.

Thesis Advisor: Please complete the "Proposal/Plan" portion of this form; provide a Letter Grade below - and return to office via andrea.chamba@yale.edu

Proposed MCDB 585 Letter Grade (Fall): _____ *(letter grade) should reflect Committee Presentation, Lab Performance, and Written Proposal