

Undergraduate Research Guidelines: Sampath Lab

Lab Hours – Everyone doing research for credit has an hours minimum, based upon your program and credit load and agreed upon with Dr. Sampath before starting in the lab. Students should let Dr. Sampath and their primary lab mentor know their hours and show up at those times. Any deviations from schedule should be clearly communicated.

There may be times when experiments do not take all of the required credit hours. This is not the time to surf the web, play on Facebook, or do other school work. There are many other activities that fulfill lab time:

1. Read papers related to your project, other work in the lab, or general lipid biology;
2. Update lab notebook;
3. Assist with experiments others may be doing in the lab;
4. Assist with lab chores or clean-up;
5. Work on lab presentations or semester report;
6. Make figures;
7. Analyze data;
8. Shadow others in the lab or ask questions about your lab mates' or floor mates' projects.

Individual meetings

We meet biweekly on Mondays from 12-2, and you are HIGHLY encouraged to attend, unless class schedules prevent you from doing so. If you don't attend the regularly scheduled lab meetings, you must schedule a meeting with me every 4 weeks. You can email me a preferred 30 minute slot to meet via Zoom or in person. More senior students with advanced projects will meet with me weekly or more often, as needed.

Individual Meeting agenda:

To maximize our time during your weekly meeting, please prepare in advance:

- 1) A list of anything you want to ask or bring to my attention. This could be technical issues, equipment issues, data management, scientific questions, new project ideas or career questions.
- 2) A well annotated notebook reviewing your recent experiments. I will be reviewing lab notebooks weekly – please leave them on the desk next to mine at the end of each day. Lab notebooks should follow a particular format. There are good websites to explain best

practices in notebook keeping, and lab members can guide further. See:
<https://www.ruf.rice.edu/~bioslabs/tools/notebook/notebook.html> for a good explanation.

- 3) A plan for experiments for the upcoming two weeks.
- 4) Bring a relevant journal article that you've read in the last 2 weeks for us to discuss.
- 5) Updates on any writing.

End of term reports and grades

Email me any forms or reports that require my attention and signature at least 1 week before they are due.