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| **Week** | **Week Overview/Activities** | **Weekly group meeting** |
| 1 | **Suggested activities for this week*** Begin reading papers listed in the project descriptor
* Begin literature search

**Comprehension check:*** Do you understand the project descriptor and can you identify appropriate keywords to begin your literature search?
* Do you have a plan for reference management and how you will store/organise your notes?
* Are you aware of the resources offered by the Strathclyde Library for [referencing](https://www.strath.ac.uk/professionalservices/library/researchrevise/referencing/) and [academic practices](https://www.strath.ac.uk/studywithus/strathlife/academicsupport/)?
* Have you looked through the list of [suggested resources for project and time management](https://mafeeney.github.io/BM432projects/management.html)?
 | **What you should do to prepare for the group meeting:** * Read the Project expectations and learning agreement documents and note any questions you have
* Reread the project descriptor and note any questions you have

**Meeting Agenda**1. Introductions
2. Discuss project description and aims
3. Project resources – overview and questions
4. Writing exercise #1: Recognising good/bad academic writing
5. Any questions/AOB
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| 2 | **Suggested activities for this week*** Continue literature search/reading papers
* As you read, pay attention to how well (or not) papers are written. Take notes on e.g. well-written methods sections in order to better inform your own writing practices

**Comprehension check:*** Do you understand the structure of a scientific paper and know how to critically read one?
* Are you using appropriate strategies (keywords and filters) for searching the literature? Are there any key papers that you might be missing?
 | **What you should do to prepare for the group meeting:** * Read the selected journal club paper and note any questions you may have

**Meeting Agenda**1. Journal club – MF to lead paper discussion
2. Writing exercise #2: Writing structure: paragraphs
3. Explanation of week 3 task (mini-journal club)
4. Any questions/AOB
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| 3 | **Suggested activities for this week*** Continue literature search/reading papers
* Start outlining thesis introduction

**Comprehension check:*** Do you understand what makes a good and useful outline? check out some resources for writing outlines such as [how to outline](https://owl.purdue.edu/owl/general_writing/the_writing_process/developing_an_outline/how_to_outline.html) and [the importance of outlining](https://learningcenters.rutgers.edu/resources/importance-outlining)
* For your selected paper for our mini journal club: Do you understand the aim of the paper? Can you describe the experimental methods and the results? Are the authors’ conclusions supported by the data?
 | **What you should do to prepare for the group meeting:** * Ask MF to approve paper choice for week 3 journal club
* Come prepared to lead a mini-discussion of your selected paper (~5 minutes)

**Meeting Agenda**1. Mini-journal club – each student to lead a short discussion of their chosen paper
2. Writing exercise #3: Omit needless words
3. Explanation of week 4 task (detailed intro outline)
4. Any questions/AOB
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| 4 | **Suggested activities for this week*** Continue literature search/reading papers
* Start outlining thesis introduction/ start writing thesis introduction

**Comprehension check:*** Have you read through, and do you understand, MF’s [general writing tips](https://mafeeney.github.io/BM432projects/writingtips.html)?
* Do you understand how to logically structure a paragraph?
* As you begin to write, are you organising your introduction in a logical way?
* Are you using a correct citation method?
 | **What you should do to prepare for the group meeting:** * Write a detailed outline for your thesis introduction, and bring this to the group meeting to share

**Meeting Agenda**1. Feedback on detailed outlines
2. Discussion of introduction structure and scientific writing (principles of composition)
3. Writing exercise #4: Use definite, specific, concrete language
4. Explanation of week 5 task (model figure/flow diagram)
5. Any questions/AOB
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| 5 | **Suggested activities for this week*** Continue literature search/reading papers
* Start writing thesis introduction

**Comprehension check:*** Do you understand the hypothesis and aims of your project? Can you explain these in your own words?
* Have you looked at the Thesis Submission checklist and do you understand how your introduction should be formatted?
* Do you understand what kind of feedback you can expect on your thesis intro and do you have a plan for how you can act on this feedback?
 | **What you should do to prepare for the group meeting:** * Identify at least one model figure/flow diagram from the papers you have been reading and bring a printed copy to the meeting to discuss

**Meeting Agenda**1. Discussion of model figures and flow diagrams (how, when, and why to use them)
2. Project planning discussion
3. Writing exercise #5: Active voice vs. passive voice
4. Any questions/AOB
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| 6-11 | **Draft introduction due****Experimental work begins****Suggested activities for these weeks*** Make a detailed plan for how you will execute your experimental work, and discuss this with MF
* Carry out experimental work for your thesis
* Be sure to record all pertinent details needed for your methods section/begin drafting methods
* Read through the feedback on your draft introduction and then contact MF to schedule a meeting to discuss it
* Begin editing your introduction

**Comprehension check:*** Do you have a data management plan ready for your project work?
* Do you understand what details you should be recording in order to [write your methods section](https://mafeeney.github.io/BM432projects/methods.html)?
* Do you understand how to prepare a figure for scientific writing? Have you read through MF’s figure [preparation checklist](https://mafeeney.github.io/BM432projects/figures.html)?
* Do you understand the feedback on your draft introduction and how to use this feedback to improve your writing?

**Presentations comprehension check:*** Do you understand the structure of a scientific presentation?
* Do you understand the principles underlying good slide design?
* Looking through your slides and reflecting on your presentation: do you discuss/explain everything on each slide, or are there some elements that are extraneous and potentially distracting for your audience?
* What questions do you think your audience is likely to ask?
 | **What you should do to prepare for the weekly group meetings:** * Come prepared to discuss your results from the previous week
* Be prepared to discuss/troubleshoot your experiments
* Think about potential next steps/future experiments
* Complete any other tasks as discussed with MF

**Meeting Agenda**TBD, but will usually involve: discussion of previous work, future experiments, and a writing exerciseYou should also contact MF to set up a time for an individual meeting to discuss your introduction/feedback. We will also have a practice presentation meeting. What you should do to prepare for this: * Read MF’s [presentation preparation resources](https://mafeeney.github.io/BM432projects/slides.html)
* Prepare a draft of your slides for your project presentation
* Rehearse your presentation 2-3x (you should have a good idea of what you want to say for each slide
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