

SAMSI Graduate Fellows Responsibilities and Activities

2018-2019

1. **Postdoc Seminar:** 1:15pm-2:15pm in Main Classroom every Wednesday
 - Grad fellows are strongly encouraged to attend
 - Deputy Director (Elvan Ceyhan) coordinates the seminar
 - The schedule is posted at [SAMSI website](#)

2. **Working groups and courses:**
 - Working groups (formed during the opening workshops) are the main research vehicles of the programs
 - Grad fellows must register and participate in at least one working group
 - Grad fellows may be assigned to set up WebEx for working group meetings
 - Grad fellows must attend all courses in the SAMSI research program with which they are associated, and local grad students should formally register at their universities

3. **Grad Fellow Presentation Poster Session/Reception:**
 - **Spring, 2019 (date and time to be announced)**
 - Each grad fellow should prepare a poster on his/her program-related research activity. Contact your scientific mentor or Deputy Director for further details.

4. **Education and Outreach Workshop responsibilities:**
 - Two undergraduate workshops lasting two days each: **October 22-23, 2018** and **February 25-26, 2019**: Grad fellows are required to be present and to participate at least in the workshop associated with their program
 - Undergraduate Modeling Workshop: **May 28-June 2, 2019** (at NCSU): Grad fellows are required to be present and to participate

5. **Workshops:**
 - Grad fellows should register for and attend all workshops of the research program with which they are affiliated.
 - Grad fellows may be assigned to help at workshops: Monitor equipment and help speakers if needed. Put files of speakers' presentation slides in advance on the presentation computer.

6. Reporting requirements for Grad Students:

- Activity plan is due by **October 5th, 2018**
- First progress report is due **December 7th, 2018**
- *First Progress Report would be just changes (updates, additions, omissions, etc.) in the Research Plan (highlighted or written in different color) for convenience to all parties.*
- Final report on research is due on **June 14th, 2019**
- Templates of Research Plan are available on the SAMSI website:
<https://www.samsi.info/forms-resources/for-graduate-fellows/>