Biology 499R, Research for Credit (Revised 7/20/2020)

Student Information

*Student: Please read all details carefully. You are responsible for making sure that all steps of the registration process are completed.*

Due to the COVID pandemic, for Fall 2020, we will have a limited Biol 499R program. The program is restricted to students that can perform research remotely (e.g., modeling, data analysis). No one will receive credit for in person laboratory research, even if the PI and institution can accommodate you.

**WHO CAN SIGN UP?**

You must:

1. be declared as a Biology major. If you plan to declare a biology major, you can still register, but failure to declare your major within the first two weeks of the semester will cause you to be dropped from the course. Cancer Biology 4+1 students and QTM majors are the only exceptions.
2. have confirmed with your mentor that they can mentor you remotely on a research project.
3. commit to working on your project 10-16 hours a week.
4. commit to the increased responsibility that comes from your need to structure the research interactions, set and meet deadlines, and follow all requirements.

**WHAT IF I CANNOT TAKE BIOL 499R THIS SEMESTER?**

- If you have taken one semester of Biol 499R this semester, this one semester can be counted to meet the upper level lab and elective requirement for the biology major. You can request that this credit appear on your record by contacting Dr. Nicole Gerardo.
- If you have already identified a lab to work with but cannot do research with them this semester, ask if they are having online lab meetings that you can join. This will give you a chance to learn more about them and their research.

**HOW DO I SIGN UP?**

1. **Find a research mentor.** Most mentors are affiliated with Emory, but some undergraduates have had mentors at the Marcus Autism Center, CDC, Georgia Tech and other locations in Atlanta. See advice provided in *Getting Started in Undergraduate Research in Biology* about finding a research mentor, http://www.biology.emory.edu/research-opportunities. You must find a research mentor who conducts research within the broad field of the biological sciences. Biophysics research conducted in a physics department, for example, is research related to the biological sciences. Projects can involve lab work, data analysis, bioinformatics or other approaches. Clinical shadowing, while valuable, is not a research experience.

2. **Confirm with your mentor that they can supervise a remote research project.** Remote research projects may include analyzing previously collected clinical or experimental data, bioinformatics or modeling.
3. **Register for Biology 499R by completing the following EACH semester.** Complete the Online Registration Form at least three days before the add/drop/swap deadline in the semester for which you are registering. The form is at: [https://forms.gle/XVPBaXiaUCmvwqsW7](https://forms.gle/XVPBaXiaUCmvwqsW7).

4. Upon completion of this form, where you will indicate contact information for your faculty mentor, the Biol 499R course director will contact your faculty mentor. Your faculty mentor will be required to agree to mentor you remotely.

5. Once you have completed the registration form and your faculty mentor has agreed, via email, to mentor you, you will receive a permission number via email.

6. **To enroll in the class,** add the class to your shopping cart in OPUS. Then, in your shopping cart, click on the class name and it will take you to a screen where you can enter the permission number. You must register for 4 hours of credit unless you are a graduating senior and would save money by registering for fewer credit hours. In this case, please contact Dr. Gerardo to discuss this.

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**THEN WHAT DO I DO?**

1. **With your mentor, establish:**
   - the **scope of your project** and other expectations. Science is collaborative, but you should have increasing ownership of your intellectual research question, experimental design, and data analysis as the semesters progress. By setting expectations in advance, you will avoid many problems.
   - your **research schedule.** It is expected that you work for 10-16 hours per week. This includes time meeting with your mentor, working on your project, reading and writing on the topic.
   - a schedule for **regular ZOOM meetings** with your faculty mentor and, if applicable, your direct mentor. **You should not be having in person meetings.**

2. **Look over the materials provided on the Biol 499R Canvas site carefully.**

3. **Course meetings and assignments**
   - There will be no required meetings this semester, but there will be assignments to help you progress on your writing.
   - You will be expected to write a research report, which you will turn in at the end of the semester. Failure to submit a complete report will result in an incomplete in the course.
   - Assignments will be submitted electronically on the Biol499 course site.

4. **Arrange for your faculty mentor to submit a grade by the last day of classes each semester.**
   - Your faculty mentor’s evaluation of the quality of your research and report/poster will be reviewed by the course director to determine your final grade.