

## 2013 CCI/CCRP Syllabus

### DOE SC - Community College Internship (CCI)/BNL – Community College Research Internship Program (CCRP)

Sunday, June 02	Anytime Anytime 5:00 pm – 7:00 pm	Arrival of non-local students Dormitory Check-in Welcome with OEP staff at Bldg. 400 (heroes, salads and drinks)
<b>June 3–June 7 (Week 1)</b>		
Monday, June 03	8:00 am – 9:15 am 9:15 am - 12:15 Noon	Students participate in Enrichment Component and work in their laboratories All students arrive and check-in at Berkner Hall (Bldg 488) <b>ORIENTATION:</b> <ul style="list-style-type: none"> <li>• BNL overview</li> <li>• BNL policies</li> <li>• <u>GROUP PHOTO</u></li> <li>• Environmental safety and health training information</li> <li>• BNL Pre-participation survey</li> <li>• Deliverable guidelines</li> <li>• Discussion of student and mentor roles</li> <li>• Emergency services information (Industrial Medicine Clinic, Employee Assistance Program, firehouse, police)</li> <li>• Additional student resources (e.g. www, e-mail; transportation: on-site shuttle, bicycles, weekday Long Island RR connection, recreation)</li> </ul>
	<b>12:30 pm -1:30 pm</b>	<b>Meet your Mentor Luncheon at Berkner Hall (Bldg 488)</b>
	2:00 pm – 5:00 pm	Rad Worker 1 – Part II (Building 438 Auditorium) if <u>required</u> .
	1:30 pm – 5:00 pm 5:00 pm - 8:00 pm	All students report to their respective departments Transportation provided for shopping at local grocery center for students who need supplies. Pickup at Building 438.
Tuesday, June 04	8:30 am – 5:00 pm 1:00 pm – 5:00 pm  2:00 pm – 3:30 pm	Interns report to assigned departments CCI/CCRP interns also take additional safety training as required and complete pre-survey through EduLink at Bldg 438 Biology & Medical interns report to Bldg 463 Seminar Rm. for a Dept. Orientation Physics interns report to Physics - Bldg 510, Orange Rm. for a Dept. Orientation
Wednesday, June 05	8:30 am – 9:30 am 9:30 am – 10:00 am 10:00 am – 11:00 pm 11:00 pm – 5:00 pm	BNL Campus Orientation Tour for CCI/CCRP (Berkner Hall – Bldg. 488) CCI/CCRP interns tour the Research Library (Bldg. 477) CCI/CCRP interns meet with Program Manager (OEP – Bldg 438) Students report to assigned departments
Thursday, June 06	8:30 am – 3:00 pm <b>3:00 pm – 5:00 pm</b>	Students report to assigned departments <b>CCI/CCRP ENRICHMENT STARTS (Berkner Hall – Room D)</b> <b>Topics: <i>Workplace behavior</i></b> <b><i>Building positive relationships</i></b>
Friday, June 7	8:30 am – 5:00 pm 10:00 am – 12:00 pm  2:00 pm – 4:00 pm	Interns report to assigned departments and continue summer projects Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com) Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online at scienceinterns.com)
<b>June 10-14 (Week 2)</b>		
<b>Monday, June 10</b>	8:30 am – 5:00 pm <b>12:00 pm – 5:00 pm</b>	Interns work in their laboratories Monday through Friday <b>DOE Pre-Survey due, submit New Appointment Checklist</b>
Thursday, June 13	3:00 pm – 5:00 pm	Enrichment Component continues each Thursday covering various topics: <ul style="list-style-type: none"> <li>• Scientific research workshop</li> </ul>
Friday, June 14	10:00 am – 12:00 pm  2:00 pm – 4:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com) Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online at scienceinterns.com)

<b>June 17-21 (Week 3)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday
Thursday, June 20	3:00 pm – 5:00 pm	Enrichment Component continues each Thursday covering various topics: <ul style="list-style-type: none"> <li>• Abstract writing workshop</li> <li>• Project Report writing workshop</li> </ul>
Friday, June 21	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online at scienceinterns.com)
<b>June 24-28 (Week 4)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday
Thursday, June 27	3:00 pm – 5:00 pm	Enrichment Component continues each Thursday covering various topics
Friday, June 28	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
<b>July 01 – July 05 (Week 5)</b>	<b><u>Thursday, July 04 &amp; Friday, July 05 - Holidays, Laboratory Closed</u></b>	
	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Wednesday No Enrichment Component this week
Wednesday, July 03	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
<b>July 08 – July 12 (Week 6)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday
<b>Thursday, July 11</b>	3:00 pm – 5:00 pm	Enrichment Component continues each Thursday covering various topics
	<b>4:30 pm</b>	<b><u>POSTER ABSTRACT: FIRST DRAFT DUE</u></b>
Friday, July 12	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
<b>July 15 -19 (Week 7)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday
Thursday, July 18	3:00 pm – 5:00 pm	Enrichment Component continues each Thursday covering various topics
Friday, July 19	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
<b>July 22 – July 26 (Week 8)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday
<b>Monday, July 22</b>	<b>8:30 am</b>	<b><u>ABSTRACT: DEPARTMENTAL DRAFT DUE</u></b>
Thursday, July 25	3:00 pm – 5:00 pm	Enrichment Component continues each Thursday covering various topics <ul style="list-style-type: none"> <li>• <i>Draft Report Paper due</i></li> </ul>
Friday, July 26	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
<b>July 29 – Aug 02 (Week 9)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday
<b>Tuesday, July 30</b>		<b><i>Poster printing begins</i></b>
Thursday, Aug. 02	3:00 pm – 5:00 pm	Enrichment Component continues covering various topics: <ul style="list-style-type: none"> <li>• Oral presentation workshop</li> </ul>
Friday, Aug 03	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
	<b>4:30 pm</b>	<b><u>FINAL PROJECT REPORT &amp; POSTER due and Submitted to DOE</u></b>
<b>August 05 - 09 (Week 10)</b>		Interns work in their laboratories and on their presentations all week.
		<b><u>NO ENRICHMENT COURSE</u></b>
<b>Tuesday, August 06</b>	<b>8:30 pm – 3:00 pm</b>	<b>Last day to Pick Up Posters</b>
Wednesday, August 07	8:00 am – 9:00 am	Student Registration & Poster Set-up
	9:00 am. – 11:00 am	Graduate School Panel Session
	11:15 am – 1:15 pm	Poster Presentations - dry run
	2:00 pm – 4:00 pm	Graduate school Fair
Thursday, August 08	8:00 am – 9:00 am	Student Registration & Poster Set-up
	9:30 am -11:45 am	Student Oral Presentation (Berkner Auditorium, Bldg. 555, Bldg. 510 & Bldg. 463)
	11:45 am – 12:30 pm	Lunch
	12:30 pm – 1:45 pm	Poster Presentations
	2:00 pm – 4:00 pm	Closing Ceremony
<b>Friday, August 9 - Last Day</b>		Interns Deliverables due: <ul style="list-style-type: none"> <li>• BNL Exit Survey</li> <li>• DOE Post Survey</li> <li>• Dormitory check-out/departure</li> </ul>

- Stipend distribution will be based upon successful submission of all deliverables to DOE and BNL