

## 2013 SULI/SURP Syllabus

### DOE - Science Undergraduate Laboratory Internship (SULI)/BNL - Supplemental Undergraduate Research Program (SURP)

Sunday, June 02	Anytime Anytime 5:00 pm – 7:00 pm	Arrival of non-local interns Dormitory Check-in Welcome with OEP staff at Bldg. 400 (heroes, salads and drinks)
<b>June 03 –07 (Week 1)</b>	Interns participate in Enrichment Components and/or work in their laboratories	
Monday, June 03	8:00 am – 9:15 am 9:15 am - 12:15 Noon	All interns 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 interns report to their respective departments Transportation provided for shopping at local grocery center for interns who need supplies. Pickup at Building 438.
Tuesday, June 04	8:15am – 9:15 am 9:00 am – 9:30 am 9:30 am – 10:30am 10:00am 10:30 am 10:45am – 11:45am 10:45 am – 11:15am	BNL Tour Session Group 3(Berkner Hall) SULI (Last Names Q-Z) Meeting with Program Manager Group 1(Last Names A-G) Bldg. 438 Last Names A-G) Research Library tour Group 2 (Last Names N-P)  BNL Tour Session Group 1(Berkner Hall) SULI (Last names A-G) Meeting with Program Manager Group 2(Bldg 438, Last names N-P) Research Library tour Group 3 (Last Names Q-Z)  BNL Tour Session Group 2(Berkner Hall) SULI (Last names N-P) Meeting with Program Manager Group 3 (Bldg 438, Last names Q-Z) Research Library tour Group 1 (Last Names A-G)
	2:00 pm – 3:30 pm 1:00 pm – 5:00 pm	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 Interns take additional safety training as required and complete pre-survey at Bldg 438. If previously completed, interns should report to assigned departments.
Wednesday, June 05	8:30 am – 5:00 pm	Interns report to assigned departments
Thursday, June 06	8:30 am – 5:00 pm	Interns report to assigned departments
Friday, June 7	8:30 am – 5:00 pm 10:00 am – 12:00 pm  12:00 pm – 5:00 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) <b>DOE Pre-Survey due, submit New Appointment Checklist</b> Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online at scienceinterns.com)
<b>June 10-14 (Week 2)</b>	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Friday Interns must attend one (1) Written Deliverables Meeting as scheduled
	8:30am 9:30am 12:30pm – 1:30 pm 4:00pm – 5:00pm	Deliverables meeting 1 Bldg 438 Auditorium Deliverables meeting 2 Bldg 438 Auditorium Deliverables meeting 3 Bldg 438 Auditorium
June 12 Wednesday	8:30am -9:30am	Deliverables meeting 4 Bldg 438 Auditorium

Friday, June 14	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com)
	12:15 pm – 1:15 pm	Brown Bag Seminar #1 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly report 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
Friday, June 21	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com)
	12:15 pm – 1:15 pm	Brown Bag Seminar #2 Building 463 biology auditorium
	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
Friday, June 28	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #3 Building 463 biology auditorium
	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 Friday July 5 - Holiday, Laboratory Closed</u></b>	
	8:30 am – 5:00 pm	Interns work in their laboratories Monday through Wednesday
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>Wednesday, July 10</b>	<b>4:00 pm</b>	<b><u>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)
	12:15 pm – 1:15 pm	Brown Bag Seminar #5 Building 463 biology auditorium
	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
		Interns must attend Individual Abstract Meetings with Writing Coach as per scheduled appointment (Bldg 438)
Friday, July 19	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #6 Building 463 biology auditorium
	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>
Friday, July 26	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #7 Building 463 biology auditorium
	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
Tuesday, July 30		<b><i>Poster printing begins</i></b>
Friday, Aug 02	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #8 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
		<b><u>FINAL ABSTRACT, REPORT &amp; POSTER due and Submitted to DOE</u></b>
<b>August 05 -9 (Week 10)</b>		Interns work in their laboratories and on their presentations all week.
		<b><u>No Brown Bag Seminar</u></b>
Tuesday, August 06	8:30 pm – 3:00 pm	<b>Last day to Pick Up Posters</b>
Wednesday, August 07	8:30 am – 10:30 am	Graduate School Panel Session
	11:00 am – 1:30 pm	Poster Presentations - dry run
	2:00 pm – 4:00 pm	Graduate school Fair
Thursday, August 08	8:30 am – 9:15 am	Registration Berkner Hall
	9:30 am -11:45 am	Student Oral Presentation
	11:45 am – 12:30 pm	Lunch
	12:30 pm – 1:50 pm	Poster Presentations
	2:00 pm – 4:00 pm	Closing Ceremony
<b>Friday, August 9 - Last Day</b>		Student Deliverables due:
		<ul style="list-style-type: none"> <li>• BNL Exit Survey</li> <li>• DOE Post Survey</li> <li>• Dormitory check-out/departure</li> <li>• Stipend distribution will be based upon successful submission of all deliverables to DOE and BNL</li> </ul>