**UROP Timeline and Pre-planning Worksheet**

This worksheet is designed to support mentors in planning their UROP project with the expectations of UROP.

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| **UROP Deadlines** | **Monthly Expectations** |
| 9/5: Virtual UROP Research Mentor Roundtables  Students looking for research opportunities and signing compacts | September: |
| 10/7: UROP Research Assistantship Compact and SMART Goals Due  Plan for Library workshop students will attend in the Fall (list will be provided to students and mentors) | October: |
| 11/10: Library Workshop Reflection Due -  Library workshops are offered throughout October and November.  11/15: Annotated  Bibliography Due | November: |
| Plan for poster development and spring expectations  Research Mentors complete fall student evaluation | December: |
| 1/23: Fall SMART Goal Reflection and Spring SMART Goals Due  1/31: Poster Section 1 Due | January: |
| 2/7: Poster Section 2 Due  2/14: Poster Section 3 Due  2/21: Poster Draft Due  2/23: Abstract Submission for Undergraduate Research Symposium Due in SMApply | February: |
| 3/1: Final Poster Due to UROP Leaders  3/5: Revisions from UROP Leaders to students  3/7: Final posters uploaded to SMApply  3/10: Poster approval from UROP Research Mentors in SMApply  3/23: Complete Symposium Program Profile | March: |
| 4/6: Present poster at the Undergraduate Research Symposium  Research Mentors complete spring student evaluation | April: |