**The Importance of a Mentor**

Your mentor will guide you through the process of your research in their field of expertise. They will assist you with aspects of the research project such as background research, method design, and data analysis. However, they WILL NOT perform the research for you.

**You should select a mentor who is:**

* **Local**- Face to face mentor meetings are required at least once a month.
* **Unrelated to you**- A member of your family may help you, but he or she WILL NOT be the mentor of record for your mentor checks.
* **Committed to a year of assistance**- If you must change mentors your teacher must approve the change PRIOR to the next mentor check.
* **Confident in your field of study**- The most valuable mentors are those that deeply understand research and the student’s chosen field.

**Monthly mentor checks will be graded on the following basis:**

* **Written in pen**- NO PEN, NO CREDIT
* **Meeting notes present**-Detailed notes of the discussion include topic discussed, plans made, resources provided, etc.
* **Mentor signature and date are present**- Mentor initials WILL NOT be accepted. Forged signatures are a violation of the NCSIS Academic Integrity Statement.
* **Your signature and date are present**- All entries are dated and signed.
* **Time stamp present**- The amount of time spent on EACH entry should be recorded.
* **SEVEN new research entries present**- AT LEAST seven new, different, ONE PAGE, detailed entries specific to your research should be included. The titles of those entries should be highlighted. Homework and classwork written in your logbook DOES NOT count as an entry.
* **Updated Table of Contents**- All entries should be logged in the table of contents following logbook guidelines.
* **Research planning form present**- The form is complete, including the mentor signature, and placed in your logbook using a glue stick.

I have read and understand the requirements of mentor checks.

Student signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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