Subject: Re: Update on URS application (ECEN Senior Design)
From: Arghamitra Talukder <arghamitra.talukder@tamu.edu>
To: Yang Shen <yshen@tamu.edu>
Date Sent: Monday, June 1, 2020 4:55:40 PM GMT-05:00
Date Received: Monday, June 1, 2020 4:55:40 PM GMT-05:00

Thank you for your response. That is great and also the timeline sounds good to me.

Sincerely,
Arghamitra Talukder

On Mon, Jun 1, 2020, 4:47 PM Yang Shen <yshen@tamu.edu> wrote:
> Hi Arghamitra,
>
> Sorry for the late reply. Thank you for the detailed information. According to the timeline, we may use this June/July to make and go over the research plan so that it fits your interests and needs. There is another honors student having discussions with me and, for now, that project is tailored to his interests outside of bioinformatics / computational biology. But he might be interested in joining a team for a bigger project as well.
>
> Best,
> Yang
>
>
> On Mon, Jun 1, 2020 at 1:32 PM Arghamitra Talukder <arghamitra.talukder@tamu.edu> wrote:
>> Professor,
>>
>> I am very sorry to bother you again. As you reply to all the emails very promptly but have not replied my email yet, I was worried if everything is alright.
>>
>> I look forward to hearing from you. Thank you.
>>
>> Sincerely,
>> Arghamitra Talukder
>>
>> On Fri, May 29, 2020, 2:49 PM Arghamitra Talukder <arghamitra.talukder@tamu.edu> wrote:
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>>>
>>> 2. Once the proposal is accepted, we need to submit two applications in the LAUNCH office. On the website it is mentioned that the application will be updated by **mid-June and the last day to submit the application is September 14, 2020.** The link of the website is: http://launch.tamu.edu/Undergraduate-Research/Undergraduate-Research-Scholars-(thesis)/Thesis-Application

3. Once the proposal is approved by the LAUNCH office, we need to inform our advisor about the acceptance. Though the application format can be found in the above link, I am attaching them to the email.

5. For summer I have planned to get done with my GRE and my virtual internship. Please let me know any suggestions and questions.

Thank you.

Sincerely,
Arghamitra Talukder
Electrical Engineering | Texas A&M University '21
M: (832)-670-8231
E: arghamitra.talukder@tamu.edu

Subject: Re: Update on URS application (ECEN Senior Design)
From: Yang Shen <yshen@tamu.edu>
To: Arghamitra Talukder <arghamitra.talukder@tamu.edu>
Date Sent: Monday, June 1, 2020 4:46:49 PM GMT-05:00
Date Received: Monday, June 1, 2020 4:47:18 PM GMT-05:00

Hi Arghamitra,

Sorry for the late reply. Thank you for the detailed information. According to the timeline, we may use this June/July to make and go over the research plan so that it fits your interests and needs. There is another honors student having discussions with me and, for now, that project is tailored to his interests outside of bioinformatics / computational biology. But he might be interested in joining a team for a bigger project as well.

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From: Arghamitra Talukder <arghamitra.talukder@tamu.edu>
To: Yang Shen <yshen@tamu.edu>
Date Sent: Friday, May 29, 2020 2:49:39 PM GMT-05:00
Date Received: Friday, May 29, 2020 2:49:39 PM GMT-05:00
Attachments: (official)-1920_URS_App_Pt1_Planning-Template-1.docx,
(official)-1920_URS_App_Pt2_Planning-Template_STEM.docx

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Undergraduate Research Scholars
Application Planning Template

2019-2020

Part 1: Intent to Apply

Instructions: Use this template to plan out your answers to application part 1. Copy and paste your answers into the Part 1 online form at http://tx.ag/URSappform.

Deadline: September 16, 2019 at noon

Contact:

LAUNCH: UGR

ugr@tamu.edu

http://tx.ag/ApplyToURS

(979) 845-1957

LAUNCH
UNDERGRADUATE RESEARCH

1

Student Information

UIN. *Sign-in using your NetID.*

First Name. *Sign-in using your NetID.*

Last Name. *Sign-in using your NetID.*

Preferred Name. *Free response.*

Preferred Pronouns. *Select a choice from the drop-down menu.*

- ○ E/ey em eir eirs eirself
- ○ He him his himself
- ○ [Name] [name] [name]'s [name]'s self
- ○ Per per pers perself
- ○ She her her hers herself
- ○ Sie sir hir hirs hirself
- ○ They them their theirs themself
- ○ Ve ver vis vers verself
- ○ Zie zim zir zirs zerself
- ○ Prefer not to answer

TAMU Email Address. *Sign-in using your NetID.*

Permanent Email Address. *Free response.*

College. *Select choice from the drop-down menu.*

Primary Major. *Free response.*

Classification (by credit hours). Students with under 60 earned credit hours must submit letters of recommendation from primary faculty advisors to be considered for the program. *Select a choice from the drop-down menu.*

- ○ Sophomore (U2, under 60 credit hours)
- ○ Junior (U3, between 60 and 90 credit hours)
- ○ Senior (U4, above 90 credit hours)

Current cumulative GPR (3.0 required). This information will be verified by the LAUNCH: UGR office. Students with GPRs under 3.0 must submit letters of recommendation from primary faculty advisors to be considered for the program. *Free response.*

Expected Graduation Month. NOTICE: December 2019 graduates are NOT eligible to apply. All applicants must have an expected graduation date of May 2020 or later. *Select choice from the drop-down menu.*

- ○ May
- ○ August
- ○ December

2

Expected Graduation Year. NOTICE: December 2019 graduates are NOT eligible to apply. All applicants must have an expected graduation date of May 2020 or later. *Select choice from the drop-down menu.*

- ○ 2020
- ○ 2021
- ○ 2022
- ○ 2023

Affiliated Programs. *Check all that apply.*

- ☐ ACREW Learning Community
- ☐ Aggie Creative Collective
- ☐ Aggie Research Scholars
- ☐ ASPIRE Learning Community
- ☐ Century Scholars Learning Community
- ☐ Economics Undergraduate Research Opportunity Program
- ☐ Engineering Honors
- ☐ FOCUS Learning Community
- ☐ Glasscock Center Summer Scholars
- ☐ Hagler-LAUNCH Undergraduate Scholars
- ☐ Ignite Learning Community
- ☐ Liberal Arts Cornerstone
- ☐ LT Jordan Fellows
- ☐ Posse Learning Community
- ☐ Regents' Scholar
- ☐ Reslife Research Team
- ☐ TAMU Law School-LAUNCH Collaboration
- ☐ University Honors Program Capstone Experience
- ☐ None of the above

Faculty Advisor Information

Visit http://launch.tamu.edu/UGR/URS/FAQs for faculty advisor eligibility.

Primary Faculty Advisor First Name. *Free response required.*

Primary Faculty Advisor Last Name. *Free response required.*

Primary Faculty Advisor Email Address. *Free response required.*

Primary Faculty Advisor TAMU Department. *Free response required.*

Will you have an optional secondary URS faculty advisor (co-mentor)? *Select one choice.*

- ○ Yes
- ○ No

3

If YES is selected: Additional fields will appear below. Enter your secondary faculty advisor's information in the fields that appear.

Secondary Faculty Advisor First Name. *Free response optional.*

Secondary Faculty Advisor Last Name. *Free response optional.*

Secondary Faculty Advisor Email Address. *Free response optional.*

Secondary Faculty Advisor TAMU Department. *Free response optional.*

Project Information

Individual or Team Thesis Application. *Select one choice.*

- ○ Individual Thesis. You are the only undergraduate writing the thesis document.
- ○ Team Thesis. 2-5 undergraduates writing the thesis document together with shared responsibilities under the same faculty advisor(s).

If TEAM THESIS is selected: Additional fields will appear directly below this question. Enter your team's information in the fields that appear.

Team Member 1 (list yourself here). *Free response required.*

Team Member 2. *Free response required.*

Team Member 3. *Free response optional.*

Team Member 4. *Free response optional.*

Team Member 5. *Free response optional.*

Primary Contact. *Free response required. All teams must designate one team member to be responsible for submitting installments. The team member named here should be the same on all individual team member applications.*

Acknowledgement

I hereby acknowledge that my thesis is written in progression and I must comply with the Undergraduate Research Scholars program timeline and deadlines. I also acknowledge that I meet the program eligibility requirements (60 credit hours with at least 24 credit hours at Texas A&M, and at least a 3.0 GPR). *Check box if you agree.*

- ☐ I agree

4

Part 2 Instructions (Detailed)

1. Complete Part 1 of the application at http://tx.ag/URSappform.
2. Download the URS Application Part 2 Planning Template at http://tx.ag/URSapp.
3. Work with your faculty advisor (and teammates, if applicable) to customize and complete the Part 2 Planning Template according to your own project.
4. When you're ready to complete Part 2 in a single sitting, visit http://scholarsthesis.tamu.edu, read the home page instructions, and select the "START YOUR SUBMISSION" button.
    a. Submit your customized Part 2 Planning Template to the Scholars Thesis Submittal System (STSS), making sure that your template still includes the following:
        i. Proposal
        ii. Research compliance questionnaire
        iii. Timeline
    b. Follow the prompts on each of the 5 pages, uploading your customized Part 2 Planning Template on page 4.
    c. IMPORTANT: On page 5, be sure that you click the "CONFIRM AND SUBMIT" button.
5. If you do not receive a Part 2 confirmation email, something went wrong and you should contact us at ugr@tamu.edu.
6. Wait to receive approval from your faculty advisor and LAUNCH: UGR staff. NOTE: You may be asked to make revisions to your planning template.
7. TEAM REQUIREMENTS: ALL team members must individually complete Parts 1 and 2 of the URS application. We recommend that team members work on their applications together.
8. Email us at ugr@tamu.edu with any questions along the way or visit http://launch.tamu.edu/UGR/URS/FAQs for answers to common questions.

5

Part 2: Science, Technology, Engineering, and Math (STEM) Research

Deadline: September 16, 2019 at noon

Instructions:
Work with your faculty advisor (and teammates, if applicable) to customize and complete this template according to your own project. Submit your customized template to the STSS at http://scholarsthesis.tamu.edu.

Contact

LAUNCH: UGR
ugr@tamu.edu
http://tx.ag/ApplyToURS
(979) 845-1957

1

Part 2 Planning Template Explained

Part 2 of the application is submitted through the Scholars Thesis Submittal System (STSS) at http://scholarsthesis.tamu.edu.

You will be asked for academic, project, faculty advisor information, and the proposal, research compliance questionnaire, and timeline document you see below.

In preparing your proposal, research compliance questionnaire, and timeline in a single document, keep in mind that the academic year you participate in the program should to be devoted to research, writing, and presentations.

The Undergraduate Research Scholars Thesis that results from your research should be more than a laboratory report or a literature survey; research uncovers new or novel approaches, or significant contributions to existing discussions in the field. It should be suitable for publication in a professional journal, for delivery at a scholarly conference, or exhibited at a competitive, exclusive external venue.

Remember that final theses must be completed by the final thesis submission deadline in April. Choose your research topic and plan your project accordingly with your faculty advisor.

General word count on the proposal should be around 1,000 words.

All red text should be replaced or rewritten with your own project-specific content.

Upload this file as a single document to the STSS. The document you upload to the STSS MUST include these THREE sections:

1. Proposal (1,000 words)
2. Research Compliance Questionnaire
3. Timeline

The proposal you need to customize begins on the next page.

→

2

Proposal (required)

Update the red text below with your project-specific content. All sections below are **required**.

1. **UIN:** [Enter your UIN]
2. **FULL NAME:** [Enter your FULL NAME]
3. **PROPOSAL TITLE:** [Enter your PROPOSAL TITLE]
4. **PROJECT SUMMARY**
   - [REPLACE WITH YOUR OWN WORDS] In less than 200 words, briefly describe what you propose to do and how you propose to do it. The project summary should contain:
     1. A statement of your research question
     2. Justification of its importance
     3. Make sure you understand the previous research that has been done in your field. How is your project different or how does it build on previous research? Be specific.
     4. Expected outcomes
5. **INTRODUCTION**
   - [REPLACE WITH YOUR OWN WORDS] In a few hundred words, expand and describe your research question and why it is an important object of scholarly inquiry in the context of your research field. This usually requires a discussion of your literature review. Summarize pertinent previous research in your field, showing the relationship between your project and the material you cite. Be sure that you are using in-text citations and that you are citing the material correctly according to your style guide. Failure to use appropriate in-text citations will result in your proposal being returned to you for revisions. The Introduction should demonstrate that you have surveyed the state of knowledge in your research area and that you understand how your outcomes will make an important contribution. This is where you state your thesis.
6. **OBJECTIVES/GOALS**
   - [REPLACE WITH YOUR OWN WORDS] In 1-2 sentences, define your research objectives and/or goals clearly and succinctly. State your hypothesis or research question so that a reader from any research background can understand what it is you are trying to accomplish. Do not explain your methods in this section. Explain your anticipated outcomes and what you hope to achieve with your project. Here you will describe the purpose, scope, rationale, and motivation for this research. Articulate how your research contributes to the ongoing discussion in your research field.
7. **METHODOLOGY**
   - [REPLACE WITH YOUR OWN WORDS] In one short paragraph, suggest how you propose to tackle your research question, what research methodologies you will employ. In this section, you should describe the approach, techniques, and/or procedures you will take to complete your project. Describe the resources you need to do your research (e.g., laboratory, library or other space, documents or books you need to reference, databases you need access to) and people you will interact with during your research. This section should align with the steps you describe in your customized timeline on the following pages.
8. **REFERENCES/BIBLIOGRAPHY/WORKS CITED**

3

- o [REPLACE WITH YOUR OWN WORDS] Include a list of references for all the literature cited in the text of your proposal. This might also include your literature review and text that you intend to consult. Choose a citation style appropriate for your field. At least 4-5 references are expected.

4

Research Compliance Questionnaire (required)

Projects *may* require research compliance approval through the Research Compliance and Biosafety office (http://rcb.tamu.edu) if they involve:

- Human subjects,
- Vertebrate animals, and/or
- Biohazards and Biosafety

All students pursuing the Undergraduate Research Scholars program are required to discuss research compliance with their faculty research advisor before submitting an application.

If you select YES in any of the categories on the next page: Upon approval of your application, you will be placed in the PENDING COMPLIANCE APPROVAL status until your project has been verified. Your proposal will be directed to the appropriate committee(s) within the Research Compliance & Biosafety office for verification. The verification process may include a request to make revisions to your proposal for missing or unclear information. Students and faculty advisors will be required to communicate directly with the appropriate committee(s) until approval has been received. The Research Compliance & Biosafety office will notify the LAUNCH: Undergraduate Research office directly once your project has received all required approvals.

Important Notes:

- The student's name must be included on any existing or new IRB or IACUC protocols and/or the IBC permit.
- This is not an all-inclusive list of all possible required compliance approvals. Check http://rcb.tamu.edu for full information.
- The URS program deadline for projects to receive approval from the Research Compliance & Biosafety office is February 24, 2020.

The Questionnaire you need to complete begins on the next page.

→

5

All applicants must read and respond to every item on this page.

Do not remove this page.

Human Subjects

Does your research involve:

Information or biological samples from or about living humans including survey data; interviews; oral histories; recordings (voice, video, or images); observation of people; data from social media sites; human cells or tissue; etc…?	☐YES ☐NO
Classroom research including educational practices, instructional strategies, educational tests, or observation of students?	☐YES ☐NO
The study, evaluation, or examination of the benefit of service programs?	☐YES ☐NO
Taste tests or consumer acceptance studies?	☐YES ☐NO
If YES to any of the above, list any existing IRB protocol number(s) (20XX-XXX). Ask your faculty advisor for these numbers.	Click or tap here to enter text.

Vertebrate Animals

Does your research involve:

Vertebrate animals	☐YES ☐NO
Animal tissues/cell lines	☐YES ☐NO
If YES to any of the above, list any existing IACUC protocol number(s) (20XX-XXX). Ask your faculty advisor for these numbers.	Click or tap here to enter text.

Biohazards and Biosafety

Does your research involve:

Human tissue/cell lines?	☐YES ☐NO
Recombinant DNA/transgenic animals, plants?	☐YES ☐NO
Agents infectious to humans, animals, or plants?	☐YES ☐NO
If YES to any of the above, list any existing IBC permit number(s) (20XX-XXX). Ask your faculty advisor for these numbers.	Click or tap here to enter text.

6

Project Timeline (required)

Update the red text below with your project-specific content. The text in red is a suggested guide for helping you think about ways you might plan your project. The text in black should remain unchanged.

This is not just a cut-and-paste template. You are required to modify the portions in red to fit your specific project and submit your customized document file to the STSS at http://scholarsthesis.tamu.edu.

This is a good time to talk to your faculty advisor as your work through the design of your own personal "class" (a.k.a. your research project). Treat your customized timeline as your "syllabus" and document the steps you need to take to complete all necessary components of your research project from preparation to draft to polished final product.

Remember that your thesis must be completed within the scope of the URS program dates (final thesis due on April 6).

The timeline you need to customize begins on the next page.

→

7

URS Program Deadlines and Events
Fall 2019 Semester

Fall Weeks	Date	Description
3	9-Sep-19	Research Compliance Drop-in Session *(optional)*
4	16-Sep-19	Application Deadline
7	TBA-Oct-19	Galveston Students Only: Orientation and Workshops (required)
8	14-Oct-19	College Station Students Only: Orientation (required)
8	15-Oct-19	Research Compliance Drop-in Session *(optional)*
8	18-Oct-19	Qatar and Dental Hygiene Students Only: Orientation and Workshops Test Deadline (required)
9	22-Oct-19	Citation Software Drop-in Session *(optional)*
9	25-Oct-19	Thesis Help Drop-in Session *(optional)*
10	28-Oct-19	First Installment and Progress Report Deadline *(required)*
10	1-Nov-19	POWER Writing Productivity Workshop *(optional)*
11-12	8-12-Nov-19	Thesis Submission and Formatting Training *(required)*

8

Fall Weeks 1-9 Goals:

- Brainstorm/Begin a project notebook.
- Literature search: identify potential literary sources and appropriate databases. Make sure you understand the previous research that has been done in your field. How is your project different or how does it build on previous research?
- Begin an outline of your thesis (think about your research question, refine your thesis statement).
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Discuss when and where you will present your work publicly.
- Discuss the need for research compliance approval with your faculty advisor. If you need approval, have you contacted the office of Research Compliance & Biosafety? Do you need to attend a Research Compliance Informational?
- Identify what training you need and when you will complete it.
- Meet with your faculty advisor to determine the frequency of meeting times throughout the semester and what you will accomplish at each meeting.

Fall Weeks 9 and 10 Goals:

- Solidify your thesis statement, hypothesis, and/or research problem/question.
- Literature review: What will you focus on this week? How is what you're reading helping you define future directions for your research?
- Update your timeline to reflect discussions with your faculty advisor and future meetings. What changes, if any, do you need to make to it based on your discussions?
- What potential issues will you have in your research process? How will you address these challenges?
- Document key literature/lab findings in project notebook.
- Update your outline for your thesis. Do you need to make any changes to it based on your reading or experiments? Do you need to adjust your project timeline in any way to address the changes?
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Identify a venue for your public presentation. If you need to register ahead of time, have you done that?
- Have you received all research compliance approvals and/or been added to all necessary protocols? Have you completed all required training?

Fall Weeks 11, 12, and 13 Goals:

- Finalize your thesis statement/hypothesis/research question/problem.
- Literature review: What will you focus on this week? What do you still need to read?
- Collecting/processing data, conducting experiments, analyzing texts or other works, etc.
- Document key literature/lab findings in project notebook.
- Draft content for second installment and progress report submissions.

9

- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.

Fall Weeks 14 and 15 Goals:
- Literature review: What will you focus on this week?
- Collecting/processing data, conducting experiments, analyzing texts or other works, etc.
- Have you been able to build upon previous research in your field? Can you clearly articulate how your project advances research in your field?
- Document key literature/lab findings in project notebook.
- Writing process: What will you begin writing first? Will you write your chapters/sections in order or out of order? When do you plan to write the Introduction (before or after you complete certain sections)? Have you discussed this with your faculty advisor?
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Draft content for second installment and progress report submissions.
- Have you considered submitting your project to *Explorations: The Texas A&M Undergraduate Journal (*http://explorations.tamu.edu*)?* Remember that *Explorations* has a new digital platform in addition to the traditional printed journal.

Fall Weeks 16 and 17 Goals:
- Literature review: What will you focus on this week?
- Collecting/processing data, conducting experiments, analyzing texts or other works, etc.
- Have you been able to build upon previous research in your field? Can you clearly articulate how your project advances research in your field?
- Document key literature/lab findings in project notebook.
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Writing process: When do you plan to write the Introduction (before or after you complete certain sections)? Have you discussed this with your faculty advisor?
- Draft content for second installment and progress report submissions.
- Have you considered submitting your project to *Explorations: The Texas A&M Undergraduate Journal (*http://explorations.tamu.edu*)?* Remember that *Explorations* has a new digital platform in addition to the traditional printed journal.

10

URS Program Deadlines and Events
Spring 2020 Semester

Spring Weeks	Date	Description
1	13-Jan-20	UGST 405-900 Begins in Spring 2020 *(optional)*
2	24-Jan-20	Writing Abstracts Workshop *(optional)*
2	24-Jan-20	Thesis Help Drop-in Session *(optional)*
3	27-Jan-20	Second Installment and Progress Report Deadline (required)
3	29-Jan-20	URS Symposium Registration Deadline *(optional)*
6	18-Feb-20	Presentation Skills Workshop *(optional)*
7	24-Feb-20	Research Compliance Approval Cut-off (required)
7	25-Feb-20	Presentation Practice Session *(optional)*
7	26-Feb-20	URS Symposium *(optional)*
7	28-Feb-20	Thesis Help Drop-in Session *(optional)*
8	2-Mar-20	Third Installment and Progress Report Deadline (required)
12	30-Mar-20	College Station Students Only: Presentation Report Deadline (required)
12	2-Apr-20	Thesis Help Drop-in Session *(optional)*
12	3-Apr-20	Thesis Help Drop-in Session *(optional)*
13	6-Apr-20	Final Thesis Deadline (required)
15	20-Apr-20	Galveston, Qatar, and Dental Hygiene Students Only: Presentation Report Deadline (required)

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Spring Weeks 1-3 Goals:

- Has your thesis outline changed? How are you addressing challenges to your research, or data? Do you need to adjust your project timeline?
- Have you finished your literature review?
- Draft Bibliography. Are you correctly formatting your sources from your literature review in the References page?
- Collecting/processing data, conducting experiments, analyzing texts or other works, etc.
- Document key literature/lab findings in project notebook.
- Draft and submit content for second installment and progress report submissions.
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Have you completed a public presentation already? If not, will you present at the URS Symposium in February or do you have another alternative? Does your public presentation include the LAUNCH and Undergraduate Research Scholars program logos?
- Have you received all research compliance approvals and/or been added to all necessary protocols? Have you completed all required training? **Cut-off deadline: February 24**
- Have you considered submitting your project to *Explorations: The Texas A&M Undergraduate Journal (*http://explorations.tamu.edu*)?* Remember that *Explorations* has a new digital platform in addition to the traditional printed journal.

Spring Weeks 4-8 Goals:

- Draft thesis project outline and Bibliography.
- Make corrections to your second installment, if requested.
- Draft and submit content for third installment and progress report submissions.
- Document key literature/lab findings in project notebook.
- Collecting/processing data, conducting experiments, analyzing texts or other works, etc.
- Begin drafting content for third installment and progress report submissions.
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Have you received all research compliance approvals and/or been added to all necessary protocols? Have you completed all required training? **Cut-off deadline: February 24**

Spring Week 9 (Spring Break)

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Spring Weeks 10 and 11 Goals:

- If you have already made a public presentation, begin drafting the presentation report through eCampus.
- Send the latest draft of your final thesis to your faculty advisor for review before the April 9 deadline.
- Make corrections to third installment, if requested.
- Collecting/processing data, conducting experiments, analyzing texts or other works, etc.
- Continue revising final draft of your thesis.
- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.

Spring Weeks 12 and 13 Goals:

- Weekly project meetings with faculty advisor: discuss research progress and written thesis content.
- Submit public presentation report by the March 30 deadline.
- If you have not already sent the latest version of your final thesis to your faculty advisor, do so now.
- Continue revising your final thesis. Pay particular attention to the Common Mistakes page in the Thesis Manual and make sure your document is uniformly formatted throughout.
- Talk to your faculty advisor about the appropriate embargo selection for your thesis.
- Familiarize yourself with the final thesis submission process. Read the instructions guide and attend a drop-in session.
- Define keywords for the final thesis submission. Finalize your abstract for the final thesis submission.
- Submit the final thesis by the April 6 deadline.
- Additional goals.

Spring Weeks 14 and 15 Goals:

- Once you are approved in eCampus, complete your final submission in the Scholars Thesis Submittal System (STSS). This includes uploading a completed abstract, keywords, and embargo selection.
- Complete the program exit survey.
- Make corrections to your final thesis, if requested, for both parts 1 and 2.
- Final submission to the STSS after approval in eCampus.
- If you are graduating in May 2020: RSVP for the LAUNCH Recognition Ceremony to receive your URS medallion!
- GALVESTON, QATAR, AND DENTAL HYGIENE STUDENTS ONLY: April 20 at noon, Deadline to make a public presentation and submit a Presentation Report through eCampus.
- Additional goals.

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