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| Date/Time/Location | Action/Project | Responsible |
| Tuesday, May 21  8 am MHS parking lot | * Kick-off day in Moscow (all day!) | * All interns, Stephanie Holecek, Kirsten |
| Friday, May 31  8-10 am MHS 125 | * Overview of purpose of Friday meetings and summer timeline * Discuss meeting decorum and expectations * Preparation for professional career – CVs, email etiquette | * CV/overview – Kirsten Blanchette * Updates on research – all interns |
| Friday, June 7  8-10 am MHS 125 | * Preparation for professional career – interviewing skills * Updates on summer research | * Interview – Brandy Fries * Updates on research – all interns |
| Friday, June 14  8-10 am MHS 125 | * Professionalism presentation * Updates on summer research | * Professionalism – Rhena Cooper * Updates on research – all interns |
| Friday, June 21  8-10 am MHS 125 | * Discuss “fast pitch”; fast pitch example * Updates on summer research | * Fast pitch – Kirsten * Updates on research – all interns |
| Friday, June 28  8-10 am MHS 125 | * Scientific graphing presentation * Poster title and abstract critique * Updates on summer research | * Graphing – Kirsten * Title/abstract – Kirsten/interns * Updates on research – all interns |
| Friday, July 5  8-10 am MHS 125 | * Poster “fast pitch” practice and discussion * Poster title and abstract due (bring to mtg & send to Kirsten) * Updates on summer research | * All interns – dress professionally! |
| Friday, July 5  (After meeting) | * Photos with Jerome Pollos (see schedule for times at specific locations) | * All interns |
| Friday, July 12  8-10 am MHS 125 | * Statistics presentation * Discussion of posters – progress so far * Updates on summer research | * Statistics – Susanne Bromley * Posters and research – all interns |
| Friday, July 19  8-10 am MHS 125 | * Discussion of posters – layout, content, how to submit to be printed, what to say for odd-ball questions * Fast pitch finalist presentation | * All interns, Kirsten * Fast pitch – to be determined * Photo – all interns |
| Tuesday, July 23  9am-3pm  MHS 103 | * NIC Poster Practice Session | * All interns |
| Wednesday, July 24  by end of day | * Send completed posters to Copy Center to be printed (email final posters to Kirsten by end of day) | * All interns |
| Friday, July 26 | * Pick up posters | * Kirsten |
| Mon-Wed, July 29-31  7 am MHS parking lot | * UI lab tour in Moscow (Monday) * INBRE Conference in Moscow | * All interns and faculty |