Preparing for Your Weekly Calls

When you receive your mentor introduction, it will include your mentor's email and Skype ID. Feel free to add your mentor on Skype and email them to say hi before your first call.

Each week, we recommend setting an agenda at least 24 hours in advance of your next call. You can do this directly in your mentor call tab. In the agenda, you can talk about whatever you would like, but in case you would like some help in setting your agenda, we've created a list for you!

Before your first call, please review how to join your mentor calls.

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Your First Mentor Call Agenda

Your first mentor call is an introductory call with your mentor. Normally, students use this to get to know each other and talk more about their plans in the course. Here is a sample agenda we recommend you follow:

- Talk about your Background/Mentor's Background

- Discuss your goals within Data Science and/or the course

- Talk about your Ideal Timeline

- Begin discussing your capstone project

- Set goals for the next week

Weekly Call Agendas

After your first call, how you want to use your mentor calls is up to you as each student/mentor pair is unique. To help you make the most out of your weekly calls with your mentor, we recommend setting agendas before your next call. Here are a few guidelines we recommend regarding setting agendas:

1. **Set your agenda at least one day in advance of your next call**. This will help you and your mentor stay on track in the call by following the topics you've set.

2. **Identify the goal of the call.** This can help you stay on track for the call so you remember what you want to gain from the call itself.

3. **Note down questions you want to ask your mentor**. It's easy to forget things when you're in the call! Writing them down will help you remember.

4. **Make sure to prioritize your agenda from most to least important tasks**. You may run out of time so you should always prioritize your most important questions and tasks for the beginning of the call rather than the end.

5. **Think about what to ask your mentor vs other resources**. Depending on your question, it may be better to reach out to the community manager, course TA, or a career coach rather than waiting for your next mentor call.

In the past, students have used their weekly calls to:

- Ask about Data Science (Responsibilities, Day-to-Day Work, etc.)

- Talk about transitioning into Data Science

- Receive feedback on Projects (Including Capstone Projects)

- Ask questions about a curriculum topic

- Set goals for the next week

- Revisit goals from the previous week