

Potential Emerging Scholar Tasks:

Reading secondary sources:

- Starting and maintaining a Zotero/Endnote Library for the project or faculty member
 - Zotero/Endnote training through the library (contact: Paul Thomas, library specialist, paulthomas@ku.edu)
 - Begin Zotero/Endnote library from previously published papers by the faculty member
 - Conduct literature search and add to Zotero/Endnote
- Reading notes
 - Create and share a reading notes template that includes information that will be helpful for you to have at a quick glance.
 - Decide on organization system for reading notes (for example, uploading onto shared drive or into Endnote).
 - Have students start with your articles and pieces foundational to the project
 - Students can then search for their own articles and add to your database
- Have them use Google Scholar to build on the literature you've already gathered for a project
 - Google Scholar training video
 - Have them work with the "cited by" function to see what recent scholarship you may need to add to your project
 - Have the student complete reading notes for the articles or books they've found

Exploring a new area of research:

- Have student explore an area of research new to you
 - Explain general topic to student and give any papers or leads that you have to start with
 - Have student do internet/database research to identify major researchers/papers/themes
 - Have student meet with faculty from other departments/areas of expertise
 - Have student write a memo giving a summary of this area of research

Humanities ideas:

- Digitize sources
 - Have students scan documents, images, etc.
 - Give directions on how to save, name, annotate, and/or organize images
- Archival work
- Indexing for a book
- Writing to ask for permission to reproduce images, etc.

Social Science ideas:

- Transcribe interviews, focus groups, etc.
 - Human subjects training
 - Transcription
 - Discussion with faculty member about the elements of a good interview/focus groups
 - Practice their own interview or focus group with graduate students or advanced undergraduates
- Code data
 - Talk through the research questions for the project
 - Share or have the student help develop a coding scheme (provide models)
 - Code
 - Share post coding analysis
 - Have students prepare analytic memos describing what they see in data post coding

Natural Science/Engineering ideas:

- Shadow, then assist graduate students with projects
- Begin with basic lab work, move to more involved work as student gains background knowledge

Public engagement:

- Context research for public engagement
 - Have students explore social media for how this type of research is presented publicly
 - Gather relevant articles/blogs/tweets/etc.
 - Develop a memo on public scholarship and engagement that is discipline specific
- Blogging for public engagement
 - Give student one of your recent papers and have them develop a blog post about how it moves practice or the discipline forward. Why might public officials or policy makers care? What is the broader impact of this work?

Other ideas:

- Have student attend relevant forums or workshops on campus and write a reflection paper about how the presentation relates to the your current research project
- Have student create an orientation guide for other undergraduate researchers who might work with you later on. Could include a glossary of key terms, list of important readings, expectations for communication within the research group, list of research-related opportunities, etc.