



UConn IDEA Grant

Sample Academic Year Project Timeline

Week/Dates	Activities, Goals and Milestones
Project Preparation	<ul style="list-style-type: none"> Meet with project supervisor prior to the end of the semester to review tentative plan, budget and timeline. Discuss plan and timeline for obtaining IRB approval. Finalize IRB materials and submit no later than the end of May/early June If necessary, revise IRB materials and resubmit no later than end of June/early July Ongoing: Work on online project development activities After IRB approval has been received, finalize all project plans and complete remaining project development activities
Begin project work after IRB approval has been received Target project start: 1 st week of Fall semester	
<u>Fall Semester</u> Week 1-2	<ul style="list-style-type: none"> Meet with project supervisor to practice survey administration Prepare project information packets Begin recruiting participants – recruit first 3 participants and schedule interviews
Week 3-4	<ul style="list-style-type: none"> Conduct the first 3 interviews Continue recruiting participants and schedule at least 3 more interviews Transcribe interview recordings Check in with project supervisor to discuss first interviews
Weeks 5-8	<ul style="list-style-type: none"> Continue recruiting participants and conducting interviews; complete 12 interviews during these weeks Check in with project supervisor weekly to discuss interviews Begin transcribing interviews
Week 9-10	<ul style="list-style-type: none"> Transcribe interview recordings Begin coding interviews for analysis
Week 10-11	<ul style="list-style-type: none"> Finish transcribing interviews Continue coding interviews for analysis
Week 12	<ul style="list-style-type: none"> Continue coding interviews for analysis Meet with project supervisor to go over coding and analysis Reflect upon the emerging themes
Break for Thanksgiving and Finals	
<u>Winter Break</u>	<ul style="list-style-type: none"> Finish coding Continue to reflect on the emerging themes Begin preparing paper for publication - draft of literature review and methods section Send project supervisor literature review and methods section drafts by the end of break
<u>Spring Semester</u> Week 1	<ul style="list-style-type: none"> Finalize literature review and methods sections Start writing results and findings sections
Week 2-4	<ul style="list-style-type: none"> Continue working on findings and results Send draft to project supervisor for review
Week 5-7	<ul style="list-style-type: none"> Incorporate feedback from project supervisor Work on draft of paper, Submit final draft to project supervisor for review Work with project supervisor to identify the appropriate journals for publishing research findings; review journal submission criteria and timelines
Week 8	<ul style="list-style-type: none"> Incorporate feedback from project supervisor and finalize paper
Week 9-12	<ul style="list-style-type: none"> Prepare to submit paper for publication Prepare a poster for presentation at Frontiers in April Identify professional conferences and apply to present Explore other ways to share research findings



UConn IDEA Grant Sample Summer Project Timeline

Week	Goals to Accomplish
Week 1 May 12-16	Extract RNA from liver samples and remove genomic DNA project
Week 2 May 19-23	Determine RNA quality using Agilent 2100 Bioanalyzer
Week 3 May 26-30	Normalize RNA concentrations and perform Reverse Transcription to convert mRNA to cDNA
Week 4 June 2 - 6	Optimize primers for Real Time RT-PCR
Week 5 June 9-13	Obtain quantifiable gene expression data using Real-Time RT-PCR
Week 6 June 16-20	Perform statistical analysis on obtained data
Week 7 June 23-27	Write up findings
Week 8 June 30-July 4	Optimize protein extraction methods from liver samples
Week 9 July 7- 11	Extract protein from liver samples
Week 10 July 14-18	Optimize antibodies used in protein expression
Week 11 July 21-25	Perform protein expression analysis
Week 12 July 28- August 1	Perform statistical analysis on obtained data
Week 13 August 4-8	Begin to write up findings
Remaining weeks of summer	Continue to write up findings and prepare to submit paper for publication