

Lab Member Expectations – Visiting Scientist

This document lays out the expectations within the lab for how Brad and graduate students within the Rosenheim lab should handle visiting students/scientists.

Before the Visit:

1. Brad must establish a sampling protocol with the visiting scientist and clearly communicate the protocol to the lab via email or in Monday meeting.
 - a. Establish a training schedule with all students within the lab who are capable of training a visitor.
 - b. General guideline: No graduate student should train a visitor more than 2 days in a row.
 - a. Workload must be evenly divided between students within the lab who have the capability to train the visitor.
 - c. The graduate student training schedule can be changed if authorship is promised to a specific graduate student who has expertise on the subject at hand.
2. Send out pertinent literature to the visitor (compiled in a Box drive).

During the Visit:

1. Before any lab work is started, Brad or a lab member must go over safety protocol.
2. Every visitor must be treated with respect.
3. Expectations for visitors must be clearly communicated.

After the Visit:

1. Brad will collect blank data from visitors and keep blank dataset up to date.