



## Research Lab Expectations

Thank you for your interest in the Multiple Literacies Lab at the University of North Texas! Our mission is to enable the acquisition of multiple literacy skills through research and evidence-based practice. This document explains the basic expectations we have for student participants, as well as what you can expect from the lab directors.

### Student Expectations

- Students must commit a *minimum of 3 hours per week* to work on lab projects. This will include a weekly lab meeting, regular project meetings, occasional meetings with a lab director, reading articles, and completing research project tasks.
  - The lab meeting schedule will be established and announced at the beginning of each semester.
- Students may join the lab at any point, but they must commit to remain active for *at least 8 weeks*. This provides continuity for research projects and offers students a robust experience.
- A student may be offered a small stipend for participating in lab activities. Otherwise, students will complete lab tasks on a voluntary basis as a learning experience. This is not a paid position.
  - You may request Independent Study credit hours for your lab work. This must be arranged at least 4 weeks before the start of a semester with a lab director and the student's advisor. There will be additional assigned as part of the course credit
  - Under specific conditions, lab work hours can be counted towards your practicum requirements. Interested students must discuss this option with the faculty practicum advisor.
  - Students currently employed with a lab director as a research assistant must negotiate expectations individually, directly with their employer.
- Students should identify their current skills and knowledge and establish specific goals for adding to these with their lab experiences. This will often mean trying new tasks. Each student will identify and submit a list of their current skills and goals for participation each semester.
- Students must clearly communicate their questions and concerns as soon as possible. This is especially true when information is needed to complete a task or when they have made a mistake.
- Students further into their education will have increased responsibilities. In other words, more leadership will be expected from doctoral students than from master's and undergraduate students.
- Students should respond to messages from lab directors and colleagues in a timely manner.
- Students must be kind and courteous to all lab members and any outside project partners.
- Students should expect to work a lot and produce a lot, with the directors' support.
- Students may be selected to participate in a project with a specific director. However, there may be opportunities to work on joint projects.
- Lab projects are confidential and should not be shared outside of the lab.



## Research Lab Expectations

- Students may not claim projects or grant ideas, data, or other types of work, such as literature reviews, data collection, or analyses, completed for the lab as their own for publication in any format.

### Director Commitments

- Director(s) will communicate regularly and respond to messages in a timely manner. Expect responses to messages within 24-48 hours.
- Director(s) will consider students' skills, knowledge, goals, and level of study in assigning tasks.
- Director(s) expect this to be a learning experience. We will provide clear instructions and explanations, as well as patience, kindness, and courtesy.
- Director(s) will offer opportunities for article/paper authorship. To be listed as an author, must have done 2 of the following 4, plus one:
  - Collected data and/or
  - Analyzed data and/or
  - Offered significant intellectual contribution and/or
  - Written at least a section of the paper;
  - *PLUS* every author must have read the final paper, understood the paper, and be able to talk about the paper when asked
- Director(s) will provide a written recommendation based on lab work with at least 4 weeks prior notice.
- Directors will plan downtime for lab activities between academic semesters.

**If you agree to abide by these expectations, please complete the online MLL Research Lab [Student Agreement form](#).**