

# Faculty Guidelines for Mentoring Undergraduate Researchers

Tippie College of Business

## Effective Practices for Research Mentors

- Approach mentoring in part like teaching, training students in the skills they need to succeed in their research project.
- Set clear expectations for the student's role (work habits, time commitment, etc.), and your goals for them as a researcher. Listen to their own expectations and goals, and formalize your working relationship through a research agreement.
- Communicate regularly with your researcher; provide advice, answer questions, discuss research progress and findings, and offer constructive feedback. Consider weekly meetings and monthly reports, and always focus on the development of the researcher's skills.
- Make yourself available to your researcher for questions and advice, and spend an adequate amount of time with them to cultivate their academic communication skills.
- Even if students are working as part of a collaborative team or assisting you with your project, work with your researcher to carve out a niche over which they have responsibility and take intellectual ownership.
- Train your researcher in research ethics and responsible conduct. Involve your researcher in—or inform them about compliance requirements and any administrative paperwork.
- Let your student researcher know about opportunities to present their research and help equip them to deliver effective research presentations.
- Assist your researcher in building a professional network—introduce them to colleagues and graduate students who may serve as additional mentors, consider taking them to professional conferences, provide opportunities, and introduce them to related university and professional organizations.
- Help students make connections between their research and their coursework and discuss graduate school and career options with your researcher. Where appropriate, offer useful advice about their professional career.

For questions about Undergraduate Research at the Tippie College of Business, please contact Nicholas Kavanaugh, Assistant Director of Experiential Learning at [nicholas-kavanaugh@uiowa.edu](mailto:nicholas-kavanaugh@uiowa.edu)