***Student Guidelines for Independent Research -- ESS* *199***

Independent research studies can be one of the most valuable parts of your educational experience at UCSB and it can be one of the most challenging. However, it is a worthwhile process that can not only help you gain a deeper understanding of a topic, but can also allow you to create new knowledge. Below is a list of steps that will guide you through a well-organized research process. These steps are not exhaustive and may overlap.

1. Make an appointment with an ESS faculty member to discuss a topic of interest.

2. With their suggestions, determine the scope of the project.

 a. What is the purpose of the study?

 b. What will the completed study entail?

3. Determine the methodology of your study. Select or create the instruments or surveys you will use to collect your data (must be included with your IRB application).

4. Outline your proposed study and if you are using human subjects to collect data complete the Institutional Review Board (IRB) application (see the Office of Research's page at <http://research.ucsb.edu/publish/for/forhome.shtml> and download form 112x).

5. If using human subjects, create an informed consent form (see below for an example and see the following site for essential elements <http://research.ucsb.edu/connect/pro/procon3.shtml> ).

6. When your IRB application, consent form, instruments and outline are completed, have your research advisor sign IRB application and submit them to me.

7. Create a schedule of meetings with your research advisor.

8. Begin reviewing articles or carry out your study.

9. Write the article or review of literature in academic format as though you are planning to submit it for publication to a journal in the appropriate field. Work closely with your research advisor as this may take several drafts before it is complete.

10. Submit the completed project to me and potentially to the UCSB Colloquium on Undergraduate Research.

*Note:*

*1 unit requires 3 hours of work per week*

**Faculty/Mentor Approval Form**

To be filled out by Faculty Member

Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Qtr/year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Faculty Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of hours student will spend: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of units: **\_\_\_\_\_\_\_\_\_**

**Title of Research Project**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Brief Description of Proposed Project

I Approve this placement

**Faculty Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Email this form to: ESSindependentstudies@gmail.com