**Mentor Encounter Form**

**Trainee:**

**Mentors Providing Comments (List Name):**

**Date:**

**Research Goals**

1.

Timeline for completion:

Resources required:

Mentor Comments:

2.

Timeline for completion:

Resources required:

Mentor Comments:

3.

Timeline for completion:

Resources required:

Mentor Comments:

**Dissemination of Research Results**

**Publications**

1. What potential publications will you develop?
2. Which journals will you target?
3. Who should be included as co-authors and how will authorship be determined?
4. How will publication fees be paid (e.g. trainee research budget, mentorship funds, other)?

**Conferences**

1. Which conferences would be best for disseminating research results? (Name, Location, abstract submission deadline)
2. Which conferences would be best for professional growth? (Name, Location, abstract submission deadline)
3. What funding is available to attend conferences?

Communities of Interest

1. How will you disseminate research results to communities of interest (in particular local communities)?

Mentor Comments:

**Professional Goals (example: write K award)**

1.

Timeline for completion:

Resources required:

Mentor Comments:

2.

Timeline for completion:

Resources required:

Mentor Comments:

3.

Timeline for completion:

Resources required:

Mentor Comments:

**Personal Goals (example: learn new language)**

1.

Timeline for completion:

Resources required:

Mentor Comments:

2.

Timeline for completion:

Resources required:

Mentor Comments:

**(Optional) Additional Questions or Concerns:**