**Mentor Encounter Form**

**Trainee: Date:**

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

**Research Goals** (beyond specific aims of study):

1.

Timeline for completion:

Resources required:

Mentor Comments:

2.

Timeline for completion:

Resources required:

Mentor Comments:

**Dissemination of Research Results**

1. How will you disseminate research results to communities of interest(e.g. colleagues, research subjects, policymakers)?
2. .Where will you present your research (<https://conferencemonkey.org>)?
   1. Which conference would be best for disseminating research results?

(Name, Location, abstract submission deadline)

* 1. Which conference would be best for professional growth?

(Name, Location, abstract submission deadline)

* 1. What funding is available to participate in conferences?

1. Where will you publish your research(<http://jane.biosemantics.org>)

(<http://www.icmje.org/recommendations/browse/roles-and-responsibilities>)

* 1. What publications will you develop?
  2. Which journals will you target?
  3. Who should be included as co-author and how will authorship be determined?
  4. Who will pay publication fees?

Mentor Comments:

**Professional Goals for this year and long-term** (ex: academic career, write K award)

1.

Timeline for completion:

Resources required:

Mentor Comments:

2.

Timeline for completion:

Resources required:

Mentor Comments:

**Personal Goals for this year and long-term** (ex: learn new language)

1.

Timeline for completion:

Resources required:

Mentor Comments:

2.

Timeline for completion:

Resources required:

Mentor Comments:

**(Optional) Mentee Comments or Questions or Concerns:**

**Other resources: https://www.feinberg.northwestern.edu/sites/physician-scientist/docs/sample-individual-development-plan.pdf**