

To: Members of the Center for Musculoskeletal Research

LAB MEETING GUIDELINES

We will meet Wednesdays from **8:30 am to 9:30 AM** on Zoom unless otherwise noted. The meeting will include two presentations, each 20 minutes long, with 10 minutes for questions and discussion. Presentations can be focused on work-in-progress (including negative data and failed experiments and discussion of methodology and experimental direction). Alternatively, the presentation can be more formal, comprised of a complete dataset that must include background, hypotheses, publication-quality data figures, interpretation of results and future directions. (i.e. data that is in preparation for publication). For preparation of the presentation, Center members must meet with their PI to decide which format will be chosen (work in progress versus formal) and to assemble the slides. The presentation title is due to Kristin Smith (kristinm_smith@urmc.rochester.edu) by noon the prior Friday. This will facilitate the updates of Center Website announcing the presenters and their titles (<https://www.urmc.rochester.edu/musculoskeletal-research/seminars/cmsr-weekly.aspx>). The final slides (as always, Powerpoint slides are required) must be left on the Center laptop.

Format

- Two speakers/WIP
- 12-15 minute talks (aligns well with conference talk lengths, and allows ample time for questions and discussion)

Schedule

- Speaker schedule will be determined quarterly in a rotating fashion of current trainees.
- **NEW: Formal reviewers by group (PI and trainees) will be scheduled to provide comprehensive written feedback (feedback forms).**
- **Trainees assigned for reviews will also moderate the WIP presentations for that day.**

Expectations

Mentees

- Enlists mentors to help in preparation of their presentations.
- Ensures presentation (without interruption) does not exceed 15 mins.
- Aligns with 'dirty data' or 'polished presentation' formats as dictated by current research/progress requirements.
- Identifies potential conflicts that precludes presenting on assigned day once the schedule is released and switches dates with another trainee as soon as possible.
- **Attendance at 70% of WIP meetings over the prior year is required for eligibility to compete for Symposium Rosier Awards and T32 Trainee slots.**
- **Student Evaluators will be required to ask the presenter one question regarding their presentation/science.**

Mentors (PIs)

- Mentors trainees in preparation of presentations.
- Ensures trainees are aware of the two different types of presentation formats (dirty data and polished talks – e.g., data ready for publication).
- Coaches trainees on how to perceive feedback.

All Center Members

- Punctual attendance is required of all center members at all WIP meetings.
- Professional etiquette is tantamount to ensure constructive discussions.

- Feedback forms are provided with the expectation they will be filled out by audience members to improve the speaker's performance in subsequent presentations.

Attached is the final Lab Meeting Schedule for the coming 6 months. Please mark your scheduled presentation date on your calendar. It is the presenter's responsibility to resolve scheduling conflicts.

If you cannot present on your scheduled time slot, please find a substitute by yourself or your PI, and notify me at least one week in advance, otherwise your PI will be required to present instead of you.

An open time slot is disrespectful to the people that come to the meeting.

Please also remember, **ON TIME attendance at CMSR weekly lab meetings is compulsory.**

Calvin L. Cole

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1/5/2022	Noah Salama
	Emily Quarato
1/12/2022	Kiana Chen
	Celia Soto
1/19/2022	Xi Lin
	Clyde Overby
1/26/2022	Chunmo Chen
	Rahul Alenchery
2/2/2022	ORS Practice
	ORS Practice
2/9/2022	Ella Sowah
	D&I Presentation
2/16/2022	Sayantani Basu
	Chen Yu
2/23/2022	Indika Chandrasiri
	Kevin Ling
3/2/2022	Nick James
	Christine Massie
3/9/2022	Brian Wise
	Anne Nichols
3/16/2022	Winni Gao
	Ming Yan
3/23/2022	Jess Ackerman
	Michael Lee
3/30/2022	Antonion Korcari
	Jiatong Liu
4/6/2022	Dorothy Xiao

	Yuko Kawano
4/13/2022	Alyson March
	Mark Kenney
4/20/2022	Rubens Sautchuk
	David Fraser
4/27/2022	Kathy Escalera-Rivera
	Samantha Muscat
5/4/2022	Karim Elmobydy
	Melanie Perkins
5/11/2022	Adwin Denasty
	Raquel Ajalik
5/18/2022	Helen Shammass
	Ihab Al-Atawneh
5/25/2022	Derek Schloemann
	Yue Peng
6/1/2022	John Reuter
	Motoo Saito
6/8/2022	Youliang Ren
	Joe Majeski
6/15/2022	Azmeer Sharipol
	Meghan O'Neil
6/22/2022	Sandra Castillo Aguirre
	Matthew McArthur
6/29/2022	Gulzada Kulzhanova
	Chen Jiang