



## SOFT-FUNDED RESEARCH BURSARY - LEARNING PLAN

**Student name:**

**Student number:**

**Will/is registered for the following semester:**                      **Yes**                      **No**

**Home University:**

**Bursary period:**

**Faculty:**

**Mentor:**

**Location:**

The student will complete this learning under my guidance. During this period, the student will learn about conducting research in the field of:

This will broaden the student's experience and create new opportunities for the future, either for advanced studies or for a working career in research. Specifically, the training will consist of:

- Participating in the larger research program by conducting their own research project on:

During this period:

- An orientation day on good research practices within my research team and within the University of Ottawa. If applicable, this may include in class safety training offered by the Office of Risk Management.
- The Mandatory training-sessions on the legal requirement for all participants in research (<http://www.uottawa.ca/human-resources/mandatory-training-sessions>) must be completed.
- The student will be encouraged to read about ethical values including plagiarism and to discuss their findings.
- The student will learn research methodologies and how to implement research protocols, such as:

- The student will participate in weekly research meetings and will be required to study the research material distributed weekly.
- The student will receive training on the use of a variety of tools and/or equipment. As part of the training, be allowed to acquire data and be trained in its proper interpretation and record keeping. The student will be encouraged to interpret and suggest conclusions based on the data acquired. As a trainee, the student will be shown by the supervisor or other senior coworkers the proper way to report the conclusions and/or revise them as needed.
- The student will gain experience in the use of a variety of analytical techniques through hands-on learning.
- Towards the end of the summer the student will be asked to make a presentation to the research group sharing the summer research experience.
- Efforts will be made to include the student in a research conference or workshop beyond the boundaries on the University of Ottawa.

## PLEASE NOTE

### Offering a research bursary to students during the summer

If the researcher determines that the summer period will be used as a **learning experience in research** and if the researcher is willing to **mentor** the student during this learning experience, the researcher may offer a research bursary under the following conditions:

- A learning plan is agreed upon between the researcher and the student and it is documented that the researcher will mentor the student.
- The researcher agrees that they are **not** the student employer by reviewing and acknowledging the none of the statements below applies:
  - You are responsible for planning the work to be done
  - You decide how the work is to be done
  - You decide the hours of work, and the rate of pay
  - You assign and supervise individual tasks
  - You decide on work location
  - You set standards of work and determines if work needs to be redone

More information on the Employer / Employee relationship can be found at:

<https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/rc4110.html>

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Mentor (Researcher)

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Student

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Date