



**NASA Planetary Data System
Student Investigators
August 2013**

Mentor Fact Sheet



Overview

Welcome as a mentor to Planetary Data System *Student Investigators*! The objective of this activity is to involve undergraduate students in research and development projects related to the holdings of NASA's Planetary Data System (PDS). Through PDS *Student Investigators*, the PDS strives to prepare the next generation of PDS science investigators and PDS developers.

As a participant in PDS *Student Investigators*, the student(s) that you are mentoring will conduct a research and/or development project using PDS data. The Node managers likely will have projects in mind for these students. Student Investigators typically begin their association with PDS in Summer or Fall, though the program is flexible. The Student Investigator will work with you (the mentor) and the SI Coordinator to develop a proposal that describes their research project. This proposal will be presented to the group, and possibly to a wider audience, such as the PDS Management Council. The Student Investigator will work on the project with your guidance over the course of the Student Investigator's involvement in the program. The Student Investigators will present their work-in-progress at a professional meeting of your choice, such as DPS, AGU or LPSC. They will prepare a summary paper at the end of the program.

The students have access to a handbook that provides details on what is expected of them as a participant in the PDS *Student Investigators* activity. The handbook discusses the development of their proposal, communication (reporting and points of contact), travel, and how to get paid. A timeline with important milestones is given at the end of the handbook.

Hiring the Students

Who to select? Preferably juniors, but could be an advanced sophomore (Node manager's discretion). The program provides support for 24 months, so if the student is a junior, this would provide support throughout their senior year.

When will they be hired? The goal is to bring the students on board at the beginning of the summer or the Fall semester. However, the timing is flexible. If you find a good student, we will endeavor to hire them as soon as possible. They will be supported at 10 hours/week during the academic year, and **40** hours/week in the summer, through the end of May 2010.

How much will they get paid? \$12/hr

Who pays them? University of Maryland, Baltimore County. They will be hired as "Contingent Employees" of UMBC. They will be required to fill in bi-weekly timesheets. The mentor signs off on the timesheets. At the end of each reporting period, they must fax their timesheets to UMBC. At the end of each month, they must mail the original, signed timesheets to UMBC.

Communication

Once per month, PDS *Student Investigators* office will send an e-mail to the mentors as a reminder of the monthly telecon. Mentors are welcome, but not expected, to join the telecon. Questions, suggestions and other input are always welcome to susan.hoban@nasa.gov.

The schedule of the monthly telecons will be determined once the students are selected. On the Friday preceding the monthly telecon, the students will email the PDS *Student Investigators* office a short summary of their month's work, which will include accomplishments and challenges they may have faced. The telecon uses the following toll-free number:

Toll-free Telecon Number: 866-626-4124
Participant Passcode: 6006686

Travel

The students will take at least one, possibly two trips during the course of SI activity:

- CSI meeting in conjunction with PDS MC (Tentative) or a visit o to NASA Center
- Toward end of program, one Professional Conference (DPS, AGU, LPSC)

The travel expenses for these trips will be paid for as part of the SI activity. Travel arrangements will be coordinated through the PDS *Student Investigators* office.

CSI Contact Information

For what?	Name	Phone	e-mail
PDS CSI office	Susan Hoban	301.286.7980	susan.hoban@nasa.gov
Payroll	Lynne Griffith	410.455.1958	griffily@umbc.edu

Timeline

The items listed in the timeline below are those that a relevant for the mentors. Exact dates will be determined as the activity rolls out.

Date	Milestone
Year 1 Summer/Fall	Students hired. Begin background research for proposal.
	Students become familiar with PDS and consider potential projects.
	Students begin to develop project proposal.
Year 1 Winter	Student sends draft proposal to CSI office.
Year 1 Spring	PDS SI Meeting (TBD). Students present proposal.
Year 2 Summer/Fall	Students conduct research.
Year 2 Spring/Fall	Professional meeting (DPS, AGU, LPSC). Abstract deadlines depend on which meeting the student attends.
Year 2 Winter/Spring	Students prepare Summary Paper.
Year 2 May	Students submit Summary Paper.

Student Information

Please provide this information to the PDS *Student Investigators* office:

PDS Node: _____

Student Name:	
e-mail address:	
Mailing address:	
Cell Phone:	
Title of project:	

Student Name:	
e-mail address:	
Mailing address:	
Cell Phone:	
Title of project:	