

Suggested Timeline for Scholarly Project by Year, Month and Activity

Activity/Suggested Deadline by Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
PGY 2												
Check-ins SC leaders & mentors <ul style="list-style-type: none"> • Monthly with mentors • Quarterly with leader(s) 												
Brainstorm project ideas												
Conduct literature review												
Identify and meet with potential mentors*												
Select research mentor(s)												
Develop research question												
Develop hypothesis												
Develop methods; define predictor and outcome variables												
Formulate data analysis plan and meet with statistician												
Draft surveys/other instruments**												
Submit proposal to leader and mentor***												
Submit proposal to IRB (if needed)												
Initiate project / start data collection												

Key Milestones for PGY2:
August – Select research mentor
December – Submit full project proposal to SC leader(s), project mentor and Alyssa Bogetz (*Use template provided, available on SC website*)
February – Initiate data collection

*Speak with SC leaders, APDs and peers for suggestions

**Includes surveys, focus group guides, consent forms, recruitment flyers (if relevant) NOTE that you will need these for your IRB submission

***For *Clinical Research* residents, proposals are due September 1st to leaders and mentor in preparation for ICCR

Activity / Suggested Deadlines by Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
PGY 3												
Check-ins SC leaders & Mentors <ul style="list-style-type: none"> • Monthly with mentors • Quarterly with leader(s) 												
Continue data collection												
Analyze data												
Meet with mentor to interpret and frame findings												
Prepare abstracts; send to co-authors for review at least 2 weeks before submission deadline												
Submit abstracts to WSPR												
Submit abstracts to regional APA												
Submit abstracts to PAS												
Finalize data analysis												
Submit abstract to Stanford Pediatric Research Day												
Create presentations (poster, platform, etc.) Send to co-authors for review at least 2 weeks before conference												
Consider presentation at Pediatric Residency Poster Symposium (fulfills both written and oral requirement)												
Consider presentation at SC Noon Conference (fulfills oral requirement only)												

Key Milestones for PGY3:
September – Prepare abstracts for submission to regional/national conferences
March – Submit abstracts to Stanford Pediatrics Research Day
May – *If you have not fulfilled your oral requirement,* sign up for SC Noon Conference Senior Presentation by emailing abogetz@stanford.edu

Progress Tracking and Contingency Planning

PGY2

- **December** - If you do not have a full proposal developed and approved by your SC leader and mentor by December, you must meet with your leader and mentor to select a project with appropriate scope and feasibility.
- **May** - If you have not made progress on your project (e.g., no data collected), you must meet with your SC leader and mentor to discuss specific obstacles and determine if appropriate to initiate back-up plan. *NOTE: Elective time in senior year may need to be changed to research elective to ensure completion of your project.*

PGY3

- **September** - If you have not made progress on your project and/or have encountered significant obstacles, you must meet with your SC leader and mentor to determine if appropriate to initiate back-up plan or select an alternative project (e.g., Case study).
- **March** - If you have not fulfilled your oral and written requirement, you are required to create a poster and present at Pediatric Residency Mini-poster Symposium (fulfills both oral and written requirements), and should consider submitting abstract to Stanford Pediatrics Research Day.

SUBMISSION DEADLINES	
September	<ul style="list-style-type: none"> • Pediatric Academic Societies (PAS) - Workshops
October	<ul style="list-style-type: none"> • Association of Pediatric Program Directors (APPD) – Workshops • Western Society for Pediatric Research (WSPR) – Posters/platforms
November	<ul style="list-style-type: none"> • Regional Academic Pediatric Association (APA) – Posters/platform • Pediatric Academic Societies (PAS) - Posters/platforms
February	<ul style="list-style-type: none"> • Association of Pediatric Program Directors (APPD) – Posters/platforms
March	<ul style="list-style-type: none"> • Stanford Pediatrics Research Day – Posters/platforms • Pediatric Residency Mini-Poster Symposium (**meets criteria for both oral and written requirements**)