

Research Responsibilities Checklist

Use check-marks in more than one column to indicate joint responsibility shared equally. If joint responsibility is not shared equally, use fractions or percentages to indicate proportionate responsibility. This worksheet is based on information contained in the West Virginia University Graduate Student Handbook.

| | Student | Faculty | Initials:____ | Initials:____ | Initials:____ |
|----------------------------|---------|---------|---------------|---------------|---------------|
| Expected authorship | _____ | _____ | _____ | _____ | _____ |
| Hours per week | _____ | _____ | _____ | _____ | _____ |
| Provide lab space | _____ | _____ | _____ | _____ | _____ |
| Conceptual development | _____ | _____ | _____ | _____ | _____ |
| Literature search | _____ | _____ | _____ | _____ | _____ |
| Write abstracts | _____ | _____ | _____ | _____ | _____ |
| Write literature review | _____ | _____ | _____ | _____ | _____ |
| Develop methods/procedures | _____ | _____ | _____ | _____ | _____ |
| Write IRB or ACUC protocol | _____ | _____ | _____ | _____ | _____ |
| Supervise RA(s) | _____ | _____ | _____ | _____ | _____ |
| Contact subjects | _____ | _____ | _____ | _____ | _____ |
| Collect data | _____ | _____ | _____ | _____ | _____ |
| Analyze data | _____ | _____ | _____ | _____ | _____ |
| Write report: | _____ | _____ | _____ | _____ | _____ |
| All parts | _____ | _____ | _____ | _____ | _____ |
| Abstract | _____ | _____ | _____ | _____ | _____ |
| Introduction | _____ | _____ | _____ | _____ | _____ |
| Methods | _____ | _____ | _____ | _____ | _____ |
| Results | _____ | _____ | _____ | _____ | _____ |
| Discussion | _____ | _____ | _____ | _____ | _____ |
| References | _____ | _____ | _____ | _____ | _____ |
| Tables | _____ | _____ | _____ | _____ | _____ |
| Figures | _____ | _____ | _____ | _____ | _____ |
| Critique report | _____ | _____ | _____ | _____ | _____ |
| Pay: | _____ | _____ | _____ | _____ | _____ |
| All costs | _____ | _____ | _____ | _____ | _____ |
| Equipment | _____ | _____ | _____ | _____ | _____ |
| Supplies/Forms | _____ | _____ | _____ | _____ | _____ |
| Travel for data collection | _____ | _____ | _____ | _____ | _____ |
| Participant payments | _____ | _____ | _____ | _____ | _____ |
| Data analysis | _____ | _____ | _____ | _____ | _____ |
| Graphics | _____ | _____ | _____ | _____ | _____ |
| Other (specify below) | _____ | _____ | _____ | _____ | _____ |
| Ownership of data | _____ | _____ | _____ | _____ | _____ |

Other costs to be paid by the persons indicated above:
