

# Research Consultation Notebook: Questions to Consider

To help you prepare for a research consultation with our office, you may want to give some thought to the following questions.

## Project Description

1. Describe the novel idea or problem you hope to research or solve.

## Intended Outcomes

2. What are the potential benefits of this research to your field of study, to the college, and/or to potential partners? What are the potential deliverables?

## Research Team

3. How does this project align with your subject or technical expertise? (*What skills would you bring to the research team?*)
4. Who will you be working with? Will you have an academic colleague serving as a Co-Investigator? (*Who are your collaborators? What skills and/or knowledge will they bring to your research team?*)
5. Will you have Industry or Community partners? (Yes/No? If yes, how will their participation benefit and direct your research?)
6. Are there opportunities for students to serve as Research Assistants? (Yes/No? If yes, what training and mentorship opportunities are available for them?)

## Timeframe

7. How long do you expect the project to take?

## Intended Outcomes

8. What are the intended outcomes and deliverables? (*What questions need to be answered by your research? How will these answers benefit your field of study or participating partners?*)

## Partner Discussions

9. If you have identified (an) external partner(s), have you had discussions regarding what their potential contributions (financial and/or in-kind) might be? (*While answering, consider how partner involvement may be important when determining ownership of intellectual property.*)

## Methodology

10. How will you investigate your research question? (*What does your research methodology look like?*)

## College Resources

Do you intend to make use of college facilities and/or resources? (YES/NO? If yes, which resources? When deciding, consider how the use of college resources may be important when determining ownership of intellectual property.)

## Other Resources

11. What other resources or supports do you require? *(This may include data access, software to collect and analyze data, financial support, time to conduct research, and other forms of assistance.)*

## Research Data Management

12. Who will be responsible for the management of project data?
13. If you have external partners, have you drafted a Data Sharing Agreement to facilitate information sharing? *(Yes/No. If no, are you certain that your research partners don't require a DSA as a condition of funding?)*

## Training

14. Do you require training to complete your project? *(Yes/No. If yes, what training will be required? This may include how to manage data, how to use specific equipment or software.)*

## Research Participants

15. Will your research involve human participants? *(Yes/No? If yes, what risks does their involvement bring? Consider Research Ethics Board involvement and approval processes while planning.)*

## EDI

16. Does your project follow EDI guidelines? *(Yes/No. If yes, how has this been accomplished? If no, what changes can be made to your project to meet EDI guidelines?)*

## Faculty Considerations

17. Have you discussed your research interest with your Associate Dean or Manager? *(Yes/No. If no, this may be an important step if you hope to request a course release and/or if your findings may have an impact on your teaching practice.)*