Communication Etiquette and Scholar Responsibilities

McNair Scholars Program
University of California, Santa Barbara





Mission Statement

The Ronald E. McNair Scholars Program is dedicated to the success of low income/ first generation college students and students from underrepresented groups who aspire to graduate studies, and who seek to diversify the professoriate.





- Think about the mission statement...
 - What and who are you representing?
 - Why do you want to be a graduate student?
 - You are going to want to be successful
 - You are going to have to work hard to be successful
 - You will be a PhD





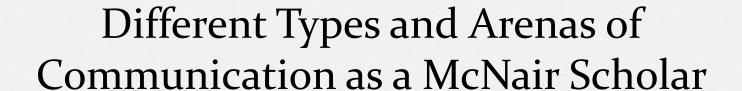
- Mow will you represent the McNair Scholars Program in relation to the following?
 - Administration
 - Faculty/Staff
 - Graduate Students
 - Peers





- What do you believe is your communication style?
- Communication is a skill. You must work at it.
 - Communication styles differ
 - Negotiate communication styles
 - (i.e. Faculty vs. Peers)
- In order be a good communicator you must... communicate!
 - Reply, prompt response, acknowledge prior comments/feedback.
- Strategies:
 - star/bookmark/flag, write it down,





- Networks
- Faculty mentors
- Letter of recommendation
- Potential graduate program
- Program visitations
- Funding





- Email
 - Be respectful
 - Use proper titles
 - Check spelling and grammar
 - Provide specifics
 - Be respectful



Exercise Email

Неу,

My name is bob and I saw your page on your schools website. I think I might apply to the program—can you tell me about your research? Get back to me ASAP.

Bob



How to Communicate

- In Person Interactions
 - Who are you representing?
 - Properly acknowledge
 - Present yourself in an appropriate manner
 - Body language
 - Be confident!



Role Play

You want to approach a professor you are interested in working with. How do you begin the conversation?



Now what?

- Now that you have connected...
 - Follow-up!
 - Maintain a good and professional attitude
 - Be prepared to meet your obligations and work hard!





- Communication skills are key to your success in:
 - Graduate School
 - Career
 - Life
 - How would you like people to communicate with you when you are a PhD?





- Ronald E. McNair
- University of California Santa Barbara
- Underrepresented or First Generation and Low-Income

