

Research Reports

Each member of the group is expected to submit monthly research reports. These reports can be in outline or narrative form, with sufficient experimental detail so that it is possible for the reader (Prof. Cane or another member of the group) to understand easily what has actually been done and what has been observed. Reports should be sent by e-mail to David.Cane@brown.edu in either MS Word format (if prepared on a Mac) or in pdf format if prepared on a PC. ChemDraw, .tiff, .jpg or other digitized images of spectra or gels can be inserted into the report itself.

Each report consist of three parts:

- 1) A short outline of what has been done in the preceding month with the key conclusions.
- 2) A more detailed description of the experiments that have been carried out and whatever conclusions are possible. Experimental details need not be exhaustive, but should be self-contained enough so as not to require detailed knowledge of all prior reports, and to all the work to be repeated. Where procedures have been reported in detail in earlier reports, these can be referenced to the specific report.
- 3) An outline of plans for the next 4-8 weeks.

Reports need not be lengthy (1-4 pages text usually sufficient), but should be sufficiently detailed so that it covers what you have done and what you plan to do. References should conform to standard *J. Am. Chem. Soc.* or *Biochemistry* usage. *It is particularly important that reports conform to standard English usage and that they be checked beforehand for simple typographical and spelling errors using the spell-checking utility of MS Word.* Prepare all ChemDraw figures using the standard ACS document template using fixed bond lengths and bond angles, except where necessary for structure clarity.

Report naming conventions: All reports should be given file names that identify you, the research report number, and the date submitted. For example, research report #12 from David E. Cane submitted on January 12, 2006 would be DEC_RR12_01/12/06.pdf All reports should carry your name, and the pages should be numbered.