

MSGC Reporting Requirements – NASA Internship

Send all correspondence to MSGC Program Manager Brenda Vyletel; bvyletel@umich.edu

NARRATIVE REPORT

- Deadline: One month after completion of internship
- Express the following in **5 pages or less**, 1” margins, Arial 11-point font.
 - The big-picture goal of the internship project/research (How would you help the average-Joe understand the significance of your project?)
 - The effort/research completed and conclusions reached.
 - Activities, beyond research, that took place during the period of performance (eg. travel experiences)
 - Self-evaluation of the impact of the experience on intended career path
- Appendices: In addition, provide the following (**pages are in addition** to report components noted above):
 - A. Papers, presentations, proposals, announcements, news articles, press releases resulting from MSGC funding
 - B. Timetable, including any milestones such as start/stop dates of research, events (eg. travel), and products (eg. presentations).
 - C. 1-5 photographs relevant to the program, preferably involving people, with captions. Each person with a recognizable face must have signed a photo-release form.

PRESENTATIONS AND PUBLICATIONS

- Researchers submitting NASA-funded articles in peer-reviewed journals or papers from conferences now shall make their work accessible to the public through NASA's PubSpace at <https://www.nasa.gov/open/researchaccess/pubspace>. PubSpace provides free access to NASA funded and archived scientific publications. Research papers will be available within one year of publication to download and read.
- Papers and presentations should acknowledge funding using, “This work supported (in part) by NASA under award No. NNX15AJ20H (through Michigan Space Grant Consortium).”

PRESENTATION AT THE MSGC FALL CONFERENCE

It is expected that students funded at NASA internships through MSGC funding will make a presentation about their experience – either a talk or a poster – at the MSGC Fall Conference following their internship.