Suggestions for Leading Neuroscience Training Program Subgroups

1. Start early to allow students plenty of time to prepare
   a. Prepare an outline of the topic
   b. Distribute review papers if they are available
   c. Make a suggestion about how the area might be subdivided in seminars
   d. Ask students for their suggestions and comments
   e. Arrange a schedule of times to meet
   f. Especially if you are doing this for the first time, assume that leading a subgroup will take much more time than you had anticipated!

2. Journal clubs
   a. Read papers together with students
   b. One way to keep all students engaged is to go around the table with each student discussing one figure.
   c. Snacks are always welcome

3. Schedule rehearsals for seminars: each speaker should have at least two rehearsals with the group as a whole
   a. Rough rehearsals should be early so that student has time to implement suggestions for changes
   b. The dress rehearsal should be just before the talk
   c. Be willing to spend time with seminar speaker one-on-one to help organize the talk, formulate slides, and help students talk through what they plan to say

4. Celebrate
   a. If you can possibly fit it in, help celebrate the giving of the talk

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