

## Assessing Pre-Field Readiness

Question	If your answer is “yes”	If your answer is “no”
<p><b>1.</b> Am I traveling off-campus, either within or outside the U.S.?</p>	<p>You must take a general pre-field preparation course or work individually with faculty. UAR will require evidence of enrollment or substantial work with faculty in the proposal and letter of recommendation. Consult with UAR research staff to determine your state of readiness and your plans for addressing any gaps.</p> <p>If doing research overseas, see questions 1b-4b below.</p> <p>Proceed to next question.</p>	<p>Proceed to next question.</p>
<p><b>2.</b> Am I collecting information from people, including interviewing, survey administration, photographing, or any other form of recording data about human subjects?</p>	<p>You will need to:</p> <p style="padding-left: 20px;">Determine whether or not training in these methods is required for your project. Contact Lauri.Kanerva@stanford.edu with questions.  <a href="http://ual.stanford.edu/OO/research_opps/ResearchHumanSubjects.html">http://ual.stanford.edu/OO/research_opps/ResearchHumanSubjects.html</a></p> <p style="padding-left: 20px;">Follow guidelines of the IRB which include: a required tutorial, submission of a protocol, documented approval of that protocol by the IRB  <a href="http://humansubjects.stanford.edu/resources/req_tutorial.html">http://humansubjects.stanford.edu/resources/req_tutorial.html</a></p>	<p>Proceed to next question.</p>
<p><b>3.</b> Have I been trained in the understanding of ethical, safety, and cultural concerns associated with my research?</p>	<p>Proceed to next question.</p>	<p>Take a general pre-field preparation course or work individually with faculty. UAR will require evidence of substantial work with faculty in the proposal and letter of recommendation.  <a href="http://ual.stanford.edu/OO/research_opps/ResearchRequirementsOffCampus.html">http://ual.stanford.edu/OO/research_opps/ResearchRequirementsOffCampus.html</a></p>
<p><b>4.</b> Have I completed coursework which prepares me for this project?</p>	<p>Proceed to next question.</p>	<p>Take additional classes and consider putting your project on hold until you are ready.  <a href="http://ual.stanford.edu/OO/research_opps/ResearchDeptCourses.html">http://ual.stanford.edu/OO/research_opps/ResearchDeptCourses.html</a></p>
<p><b>5.</b> Do I have the tools necessary for data analysis and project write-up?</p>	<p>Proceed to next question.</p>	<p>Contact Stats_Conult@ Green Library            Contact Hilton Obenzinger (<a href="mailto:obenzinger@stanford.edu">obenzinger@stanford.edu</a>) for writing help.            Take a prefield class.            Take a post-field class.  <a href="http://ual.stanford.edu/OO/research_opps/ResearchDeptCourses.html">http://ual.stanford.edu/OO/research_opps/ResearchDeptCourses.html</a>            Enroll in Honors College.</p>

If you are traveling outside the U.S.: [http://ual.stanford.edu/OO/research\\_opps/ResearchRequirementsOffCampus.html](http://ual.stanford.edu/OO/research_opps/ResearchRequirementsOffCampus.html)

Question	If your answer is “yes”	If your answer is “no”
<p><b>1b.</b> Do I have enough fluency in the language of the field site?</p>	<p>Proceed to next question.</p>	<p>You need to study the language before your departure and present evidence of fluency sufficient to carry out your research plan.</p>
<p><b>2b.</b> Am I aware of safety issues in the foreign country, and have I addressed them?</p>	<p>You should carefully review State Department Consular information sheets for all of your field sites. Address any of the concerns raised there in your proposal.</p> <p>Proceed to next question.</p>	<p>You should carefully review State Department Consular information sheets for all of your field sites. Address any of the concerns raised there in your proposal. You must avoid all areas for which the State Department has issued a travel warning. You may need to propose an alternate research site if safety is not assured.</p>
<p><b>3b.</b> Have I already spent time or done research in the country?</p>	<p>Include a discussion of contacts you interacted with in the preparation section of your proposal.</p> <p>Proceed to next question.</p>	<p>You need to speak with people who have been there and do extra preparation for field readiness. We recommend that you work with your faculty sponsor and contact Stanford Area Studies Centers and Programs. (link to Off-Campus Contacts)</p>
<p><b>4b.</b> Do I have firm contacts in the field?</p>	<p>Make sure your proposal reflects the extent to which you have made contacts in the field. We strongly recommend you solicit a letter from your field contact and have it mailed to <a href="mailto:vpue-research@stanford.edu">vpue-research@stanford.edu</a>.  <a href="http://ual.stanford.edu/OO/research_opps/ResearchRequirementsOffCampus.html">http://ual.stanford.edu/OO/research_opps/ResearchRequirementsOffCampus.html</a></p>	<p>You need to develop contacts before departure. You can meet Stanford contacts through the Stanford Area Studies Centers. You must also provide letters from individuals or agencies necessary for the successful completion of your research plan.</p>