Mentor Information Packet

Mentoring Aspiring Graduate students and building an Inclusive Community (MAGIC)

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Setting Up Your Mentor Profile on the Husky Mentor Network (HMN)

HMN Login URL	http://uconn.firsthand.co/
Vendor Support Contact	uconn@firsthand.co
MAGIC Group Contact	Eiling Yee eiling.yee@uconn.edu
Center for Career Development Platform Administrator Contact	Darlene Reynolds Assessment & Technology Coordinator Darlene.reynolds@uconn.edu 860-486-6156

- You should have received an invitation email from uconn@firsthand.co with a link to begin setting-up your profile

Initiating Your Profile

- You'll first be prompted to accept the Terms and Conditions

- In response to, "I'd like to be…" select "An Advisor." If this question does not automatically appear after accepting the Terms and Conditions, proceed to the next step
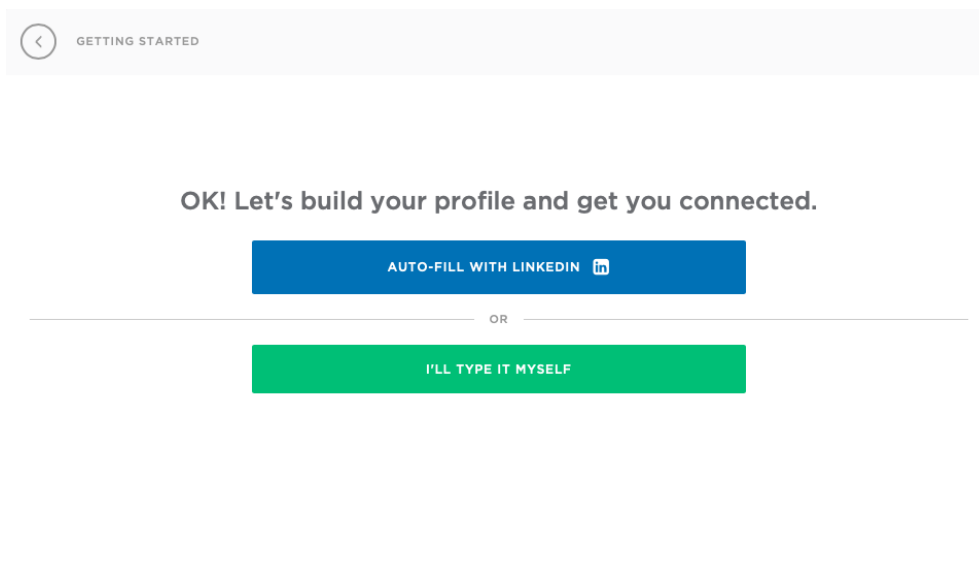
I'd like to be …

AN ADVISOR

AN ADVISEE

BOTH!

- If you have a LinkedIn profile, you can connect it by selecting "Auto-fill with LinkedIn." This will automatically upload your LinkedIn information to your new HMN advisor profile. After linking your LinkedIn profile you can manually edit the information on your HMN advisor profile.

- Otherwise, you can manually enter the information by selecting "I'll type it in myself. "

GETTING STARTED

OK! Let's build your profile and get you connected.

AUTO-FILL WITH LINKEDIN

OR

I'LL TYPE IT MYSELF

Personal Information

- You'll be prompted to enter your personal information including your name, email address, and phone number

- Create an 8-character password for your account

- At this step, if you receive an error saying you already have an account, you should be able to access your account by resetting your password

- Continue entering the information you'd like to include on your profile. You'll be asked to provide your city or town (the system will not accept a street address)

● When prompted to upload a picture, you can either upload a picture of yourself and click

the green arrow or select "I'll do this later" to proceed.

People are more likely to reach out if they can see your photo

+

I'LL DO THIS LATER
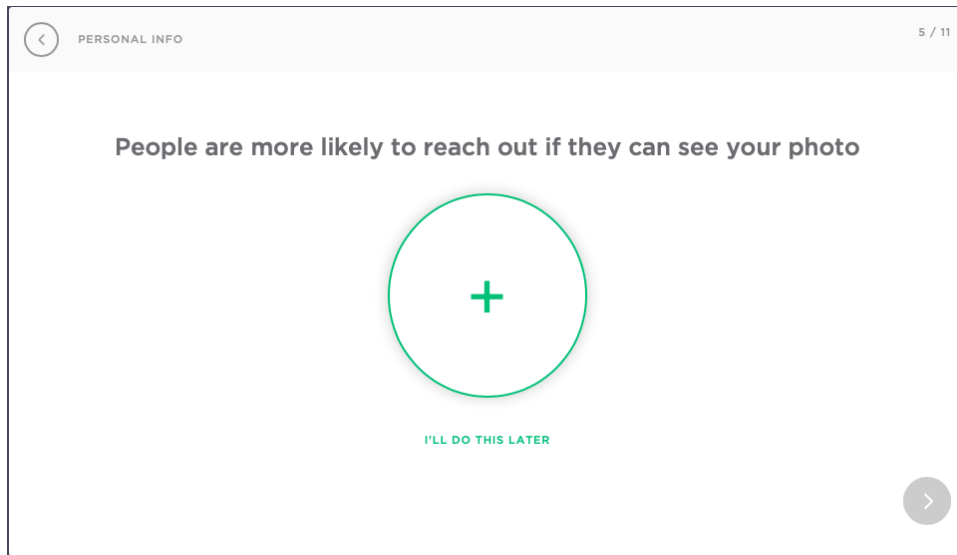
Education

- You'll be asked what class you belong to at UCONN. If this does not apply to you, select "I'm not a current or former student" and you'll be asked about your affiliation with UCONN. In response to "I am a…" select from the menu. If you are unsure, select "Friend"

- If you are or were a UCONN student, provide your class year and month

At University of Connecticut, I belong to the class of …

*Required field

YEAR*   MONTH

YYYY   MM

Please enter your most recent graduation date.

I'M NOT A CURRENT OR FORMER STUDENT

I am a …

RELATIVE OF A STUDENT OR ALUM

FACULTY MEMBER

STAFF

EMPLOYER

PARTNER

FRIEND

EMPLOYER

- If you select that you were a student from UCONN, it'll ask you to provide your degree and field of study

In 2021, I graduated from University of Connecticut with a …

☐ I do not have a degree

DEGREE

Enter a degree

FIELD OF STUDY*

Enter a field of study

+ ADD DEGREE

We'll ask about degrees from other years or other schools later

- You'll be asked to select any groups you're affiliated with at UCONN (if any)

Add any groups you affiliated with:
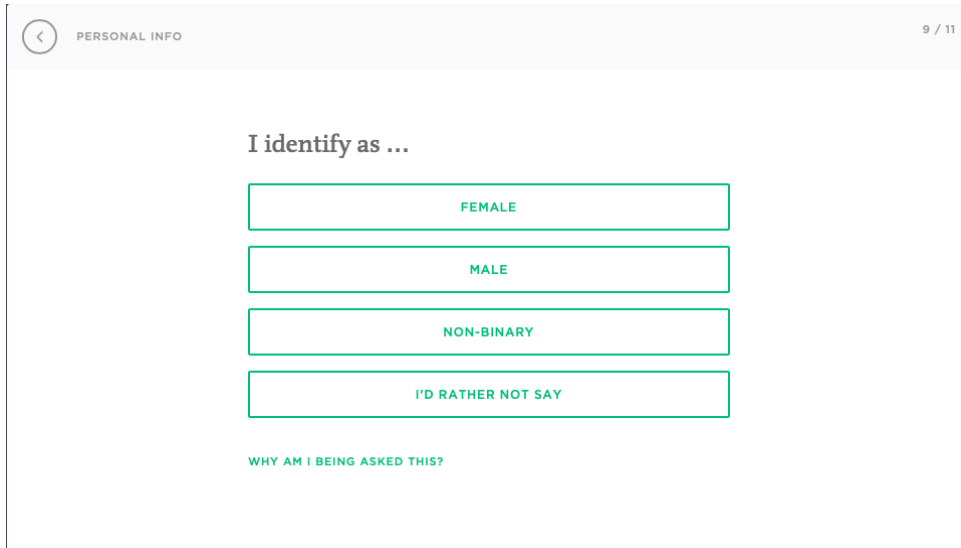
Select Schools

Agriculture, Health and Natural Resources
Business
Continuing Studies
Education
Fine Arts
Liberal Arts & Sciences
Nursing
Pharmacy
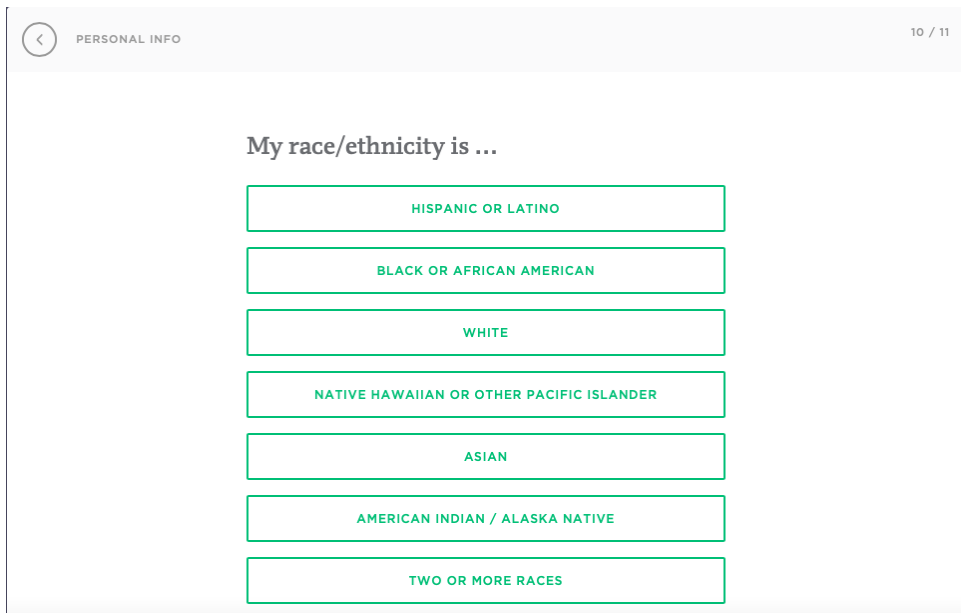
Demographic and Background Information

- You'll now be asked to provide some demographic and background information including gender, race/ethnicity, and languages you speak

I identify as …

FEMALE

MALE

NON-BINARY

I'D RATHER NOT SAY

WHY AM I BEING ASKED THIS?

My race/ethnicity is …

HISPANIC OR LATINO

BLACK OR AFRICAN AMERICAN

WHITE

NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

ASIAN

AMERICAN INDIAN / ALASKA NATIVE

TWO OR MORE RACES

I speak the following languages fluently …

✓ ENGLISH

+ ADD A LANGUAGE

WHY AM I BEING ASKED THIS?

Boom
You're on your way

A few more questions on your background and availability

LET'S GO

BACK

Work Experience

- The next section will ask about your work experience. **Feel free to simply include your current or most recent work experience (e.g., Faculty or GA position).**

- However, if you wish to mentor outside of the MAGIC group consider providing more information in this section (see the screenshot titled "Why we ask for roles and industries").

Advising Topics and Availability

- You'll be asked to provide some information about the different topics you're able to offer advice on. Check each of the dropdown menus to select topics for any topics you might have knowledge of. Although the system defaults to show mentors all conversation topics available to the broader HMN, **we have established a list of conversation topics below that last year's participants found especially useful, so we ask you to specifically consider these:**

  - Finding a grad program
  - Grad Interviews
  - Resumes and CV critique
  - Application Materials
  - Financing Grad School
  - Work life balance
  - Is Grad School for Me?

I can offer advice on the following topics …

CHOOSE ALL THAT APPLY

Select Career topic

Select Startups & Business topic

Select Academic topic

Select Admissions topic

⚠ Please pick at least oneadvice topic

I can offer advice on the following topics ...

CHOOSE ALL THAT APPLY

Select Career topic

✕ IS GRAD SCHOOL FOR ME?

✕ FINDING FUNDING FOR GRAD SCHOOL

✕ WORK-LIFE BALANCE

✕ RESUME/CV CRITIQUE

Select Startups & Business topic

Select Academic topic

✕ PICKING A MAJOR

Select Admissions topic

✕ GRAD INTERVIEWS

✕ FINDING A GRAD PROGRAM

✕ APPLICATION MATERIALS

✕ SPEAKING WITH PROSPECTIVE STUDENTS

● You'll also be asked about additional opportunities that you're interested in providing (e.g., "shadowing me at work"). Feel free to skip this if they do not apply to you.

- Finally you'll be asked about your general availability. (Later you will be able to choose more specific times you'd normally be available.)

- After marking your availability you see that you've been added to the MAGIC program. (If you do not see this, please reach out to Eiling Yee, and note which program(s) you've been added to in your email.)

● And you've finished setting up your profile!
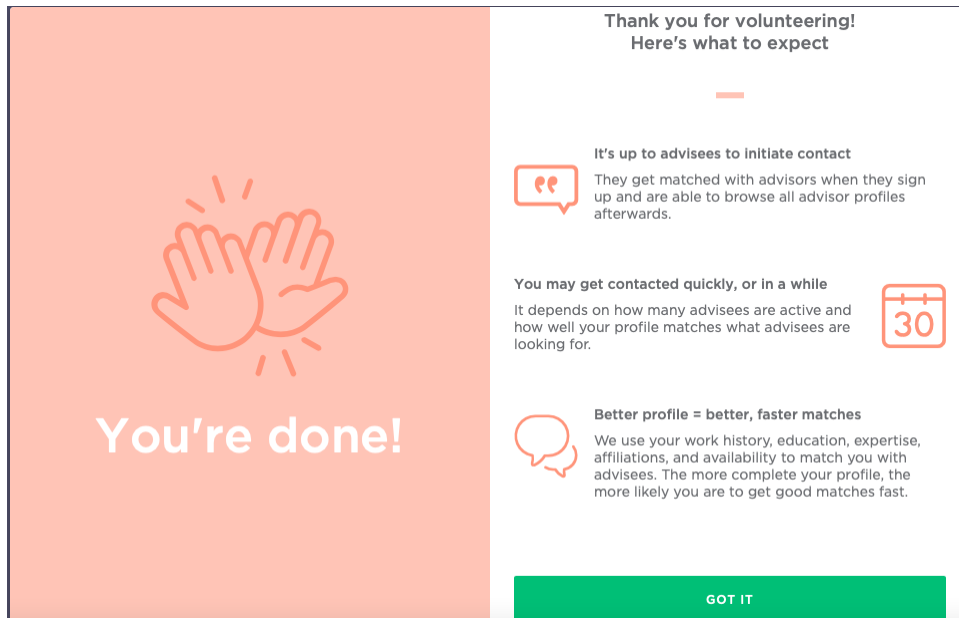
Navigating the HMN

- After completing your profile, you'll be redirected to the Home Page of the HMN site.
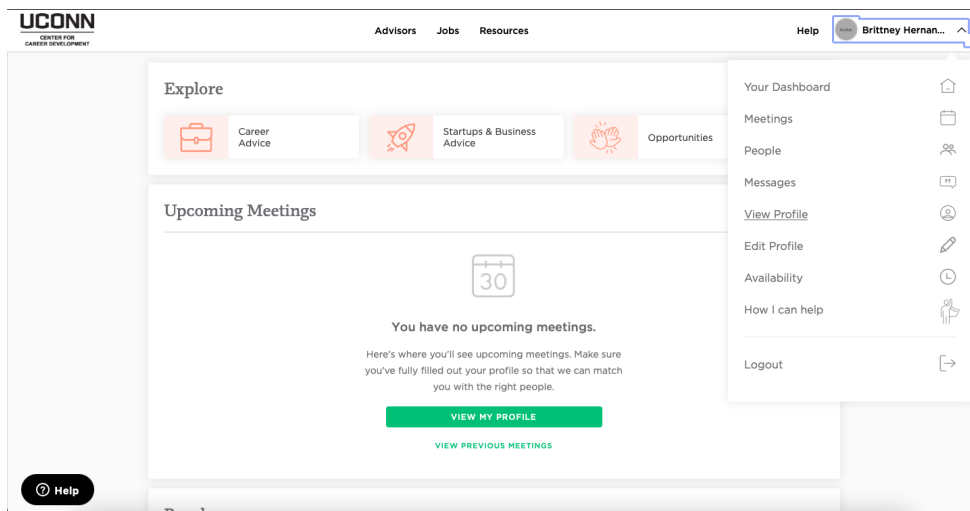
- You can find helpful resources by clicking the Resources section at the top of the page. For example, this resource titled, "Should I Attend Graduate School?" could be helpful if you're helping a mentee who is unsure if they should go to grad school.
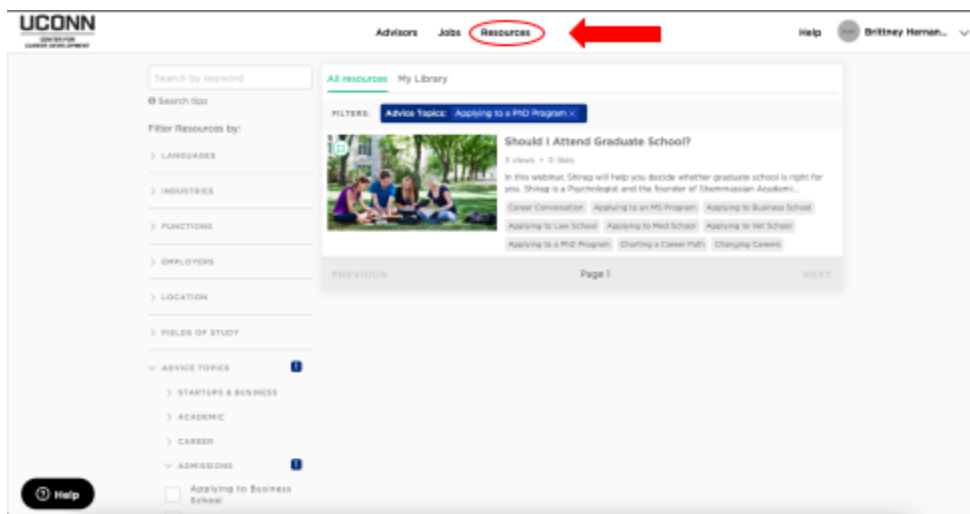
- You can also look at other mentors in the MAGIC Group by clicking on Advisors at the top of the page.
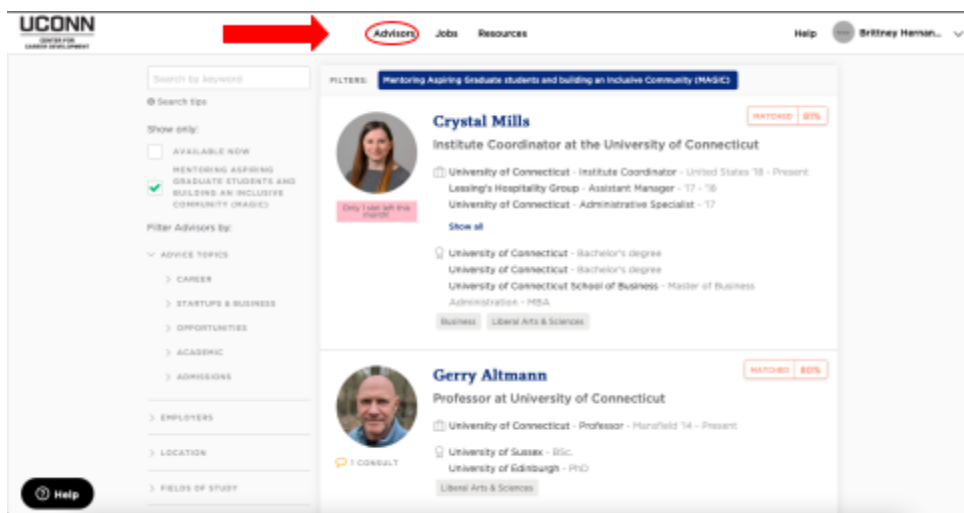
- If you are an existing advisor in the general HMN network or decided to opt-in by checking the box, "I want to consult with advisees outside of my program" during sign-up, you can view other advisors by un-checking the MAGIC program box on the left-hand side.

- To edit your profile use the dropdown menu in the top right corner and select "Edit Profile." Here you can edit any of the information that you provided during the profile set up.
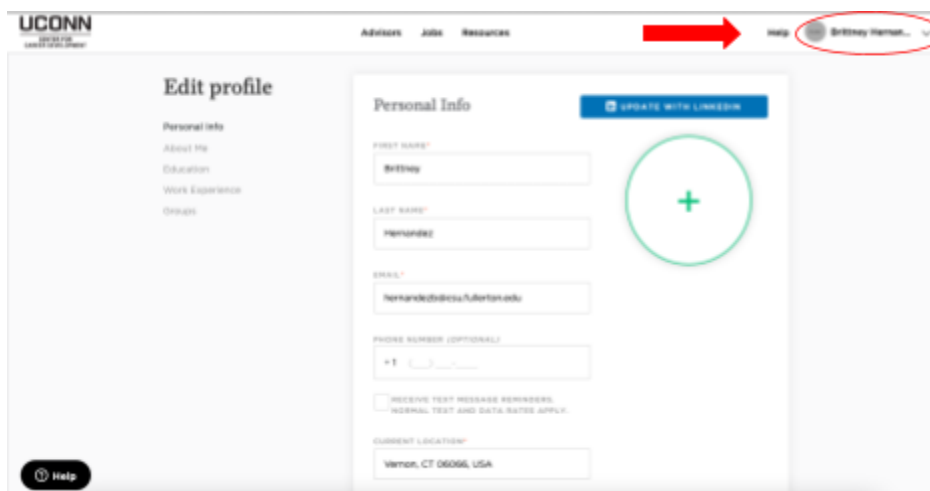
● We suggest that you add information to the About Me section of your profile to help

  mentees when they're looking for mentors. The next section of the Mentor Information

  Packet will guide you through crafting your About Me.

About Me Template

The information you include in the About Me section of your profile will help mentees figure out which mentors to request meetings with. To get to the About Me section, click your name at the top right and select "Edit Profile" from the menu:
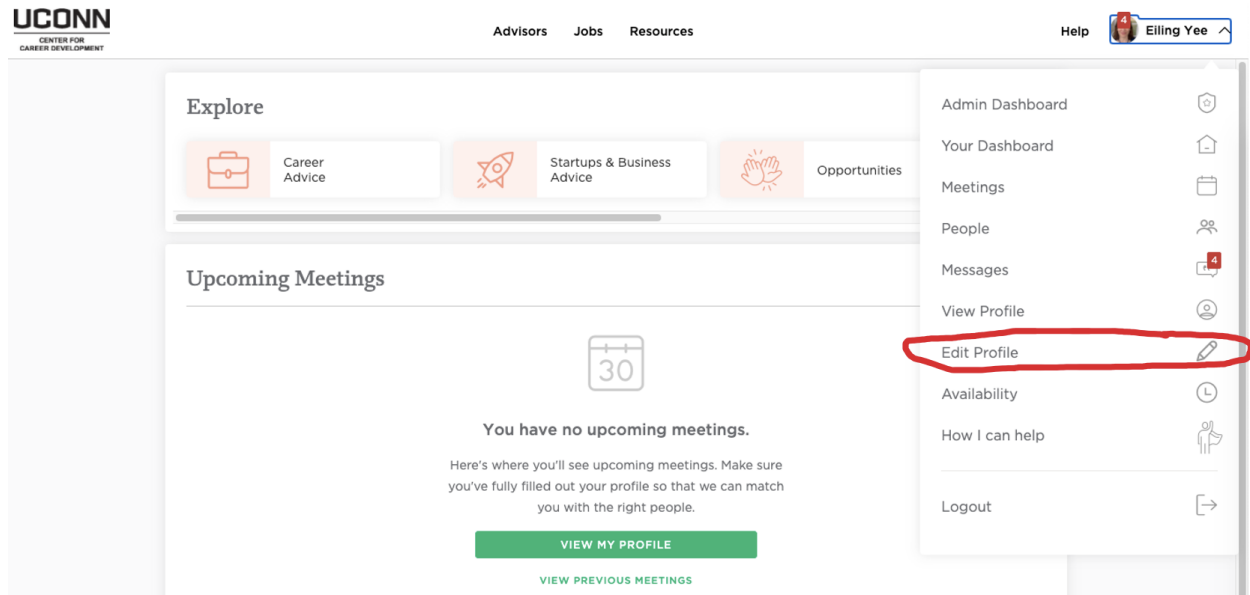
Once you're in the "Edit Profile" section, select "About Me" on the left to edit the "Headline" and the "Short Professional Bio:
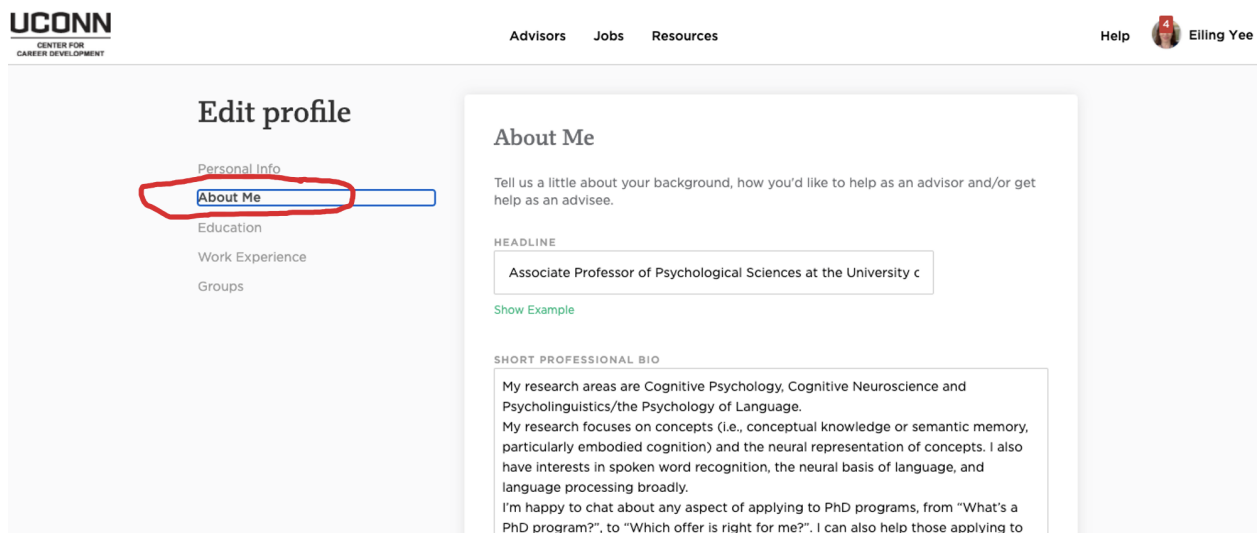
About Me fields - Suggested Information

Here's some information that we suggest including in the About Me fields:

- Pronouns
- Field (e.g., Clinical Psych, Cognitive Psych, Theoretical Linguistics, Speech and Hearing Sciences)
- Research Interests: Please include as many terms as you can think of to describe what your research interests are. Mentees may not know that, e.g., "Psycholinguistics" is the same as "The Psychology of Language"
- Topics you're comfortable discussing (see Topic Menu)
- Consider also including information about your identity that you think might make a student from a marginalized community more comfortable speaking with you (e.g., More personally, I'm a … person of color, first-gen, member of the LGBTQIA+ community, etc.)

Grad Student Example #1

Headline: Graduate student in Educational Psychology at the University of Connecticut (she, her, hers)

Short Professional Bio: Hi, I'm Brittney Hernandez (she, her, hers) and I'm a Ph.D. student in the Research Methods, Measurement, and Evaluation program, in the Educational Psychology department. My research interests are in how language impacts the design of surveys. I'm comfortable talking about many aspects of applying to graduate school including CV's/Resumes, Letters of Rec, GRE prep, school/work/life balance, and funding. I'm happy to talk about other topics you might be interested in; and I'm comfortable meeting with students applying to programs outside of Educational Psychology!

Faculty Example #1

Headline: Assistant Professor of Psychological Sciences at the University of Connecticut (she, her, hers)

Short Professional Bio: I'm an Assistant Professor in the Language and Cognition program in the Department of Psychological Sciences. My broad research areas are Cognitive Psychology, Cognitive Neuroscience and Psycholinguistics/the Psychology of Language. My research focuses on concepts (i.e., conceptual knowledge or semantic memory, particularly embodied cognition) and the neural representation of concepts. I also have interests in spoken word recognition, the neural basis of language, and language processing broadly. I'm happy to chat about any aspect of applying to PhD programs, from "What's a PhD program?", to "Which offer is right for me?". I can also help those applying to PhD programs in Cognitive Science, Cognitive Psychology or Cognitive Neuroscience select graduate programs to apply to and improve application materials.

Faculty Example #2

Headline: Professor of Psychological Sciences at the University of Connecticut (he/him/his)

Short Professional Bio: I'm a Professor in the Language and Cognition program in the Department of Psychological Sciences. My broad interests are in the mental processes that get us from reading or hearing a sentence to understanding its meaning. More formally, my research is in Cognitive Psychology, Psychology of Language (Psycholinguistics), and Event Cognition (how we interpret the outside world, or descriptions of that world, in terms of the events that change that world). I use different methods to study these things:

behavioral experiments with human subjects, neuroscientific studies of the brain, and computational simulations of theoretical models. I'm happy discussing application procedures to PhD programs in the Cognitive and Psychological Sciences and Neurosciences, as well as helping advise on the content of CVs and personal statements. More personally, I grew up to Argentinian immigrants living in the UK and moved here myself seven years ago. I understand some of the cultural challenges of growing up in a household speaking a different language to that spoken outside of the home.

Meeting Topics Menu

If you are unsure what to talk about in your meeting, these topics might help you figure out what types of questions to ask! You can also select 'Is grad school for me?' if you don't feel that any of these topics are relevant to you yet.

Appetizers
Interested in grad school but haven't begun the application process yet

Finding Graduate Programs – *This topic is about what you should be looking for in a program or advisor, and some ways you can learn about those programs (Topic: Finding a grad program)*

What You Can Do Now to Make Yourself a Better Applicant – *This topic is great if you want to know what skills or experiences you should be looking for/working on now to make yourself a better applicant/ grad student down the line (Topic: Finding a grad program)*

What Do Professors Look for in a Grad Student – *This topic will give you a look into what your mentor in particular thinks makes a good grad student, and how you can also gain those skills (Topic: Finding a grad program)*

Getting Your Foot in the Door - *If you are interested in how you can make first contact with a professor, make a good first impression to a program, or how to make sure your application gets noticed, this topic is for you! (Topic: Finding a grad program)*

Main Course
In the process of applying to grad school and getting ready for interview

Letters of Rec & Personal Statements – *This topic is great if you want advice on how to ask for letters of rec, or what you should include in your personal statement (Topic: Application materials)*

CV Review – *This topic gives you a chance to get feedback on your current CV, how you can improve it, and what you can do to add to it. (Topic: CV and Resume Critique)*

Interview Advice – *If you are worried about going for interviews, this topic is for you! Your mentor can give you tips on how to stay calm, and what kind of questions you should ask. (Topic: Grad interviews)*

Finding a Good Match – *This topic can help you learn about what you should be looking for in a program or potential PI, and some red flags to watch out for. (Topic: Finding a grad program)*

I Wish I Had... – *This topic is great for learning what your mentor wished they had known/ done during their application process (Topic: Finding a grad program)*

Masters vs PhD – *Though most of our mentors have or will have a PhD, they can help you learn about some key differences in getting these degrees. (Topic: Is grad school for me?)*

Dessert
Accepted into a grad program

Picking a Research Topic – *If you are worried about how to find a research project that you are passionate about or how to find ways to engage your own research interests in grad school, this topic is for you (Topic: Finding a grad Program)*

Work/ Life Balance – *This topic is all about finding that ever elusive balance between grad school and the rest of life. Mentors can give you tips for self-care, and taking time. They can also assure you that you deserve a balance! (Topic: Work life balance)*

Funding – *This topic is all about making sure you know how to find funding in grad school. Learn about common funding sources, and funding opportunities to look out for. (Topic: Financing grad school)*