

The Tapestry of Science

I N T E R D I S C I P L I N A R Y R E S E A R C H

TRANSLATIONAL RESEARCH

STATISTICS

BIOLOGY

CLINICAL RESEARCH

MATHEMATICS

BASIC RESEARCH

CHEMISTRY

ENGINEERING

INFORMATICS

COMPUTER SCIENCE

PHYSICS

2007 Summer Research Program

Student Handbook



*Office of Intramural Training and Education
National Institutes of Health
Department of Health and Human Services*



May 2007

A Message to All Students in Summer Research Programs

On behalf of all members of our scientific community, I would like to take this opportunity to welcome you to the National Institutes of Health (NIH). It is my hope that your experience with us this summer will enhance your knowledge and understanding of the world of biomedical research and contribute to the development of your academic goals. Over the years, this program has provided the stimulus for many individuals like you to pursue careers in the biomedical sciences.

While you will undoubtedly be spending most of your time in the laboratory this summer, I encourage you to take advantage of the many special opportunities we have to offer as well. The NIH Office of Intramural Training and Education has planned several activities designed to enrich your summer experience. One of these activities, the Summer Lecture Series, enables you to hear leading NIH scientists discuss their current research. The theme of this year's series is *The Tapestry of Science: Interdisciplinary Research*. This theme reflects our belief that, in the twenty-first century, important biomedical problems will be solved by weaving together the knowledge and skills of engineers, mathematicians, chemists, pharmaceutical scientists, physicists, experts in computer science and bioinformatics, and biologists. Working in teams, investigators with diverse scientific, educational, and cultural backgrounds represent the key to the progress on which our nation's health depends. The summer lectures are very popular, so be sure to arrive at the auditorium early.

Another special event, Poster Day 2007, takes place toward the end of the summer session on Wednesday, August 1st. It provides an opportunity for you to present your research findings to the NIH scientific community. I encourage all summer students to be part of this NIH-wide event, which celebrated the work of over 650 students in 2006. You will find instructions for creating a poster presentation and a description of registration procedures in this handbook.

We expect you to complete courses on laboratory safety and radiation safety that teach valuable skills and ensure that your summer with us will be safe. This year we will also be offering Orientation Sessions that will help you hit the NIH ground with your feet running. Finally, I recommend that you take advantage of scheduled workshops and lunchtime talks that will assist you with planning your career.

Congratulations on your selection for an internship and best wishes for a rewarding summer at the NIH.

Sincerely yours,

A handwritten signature in black ink, reading "Michael M. Gottesman", is written over a horizontal line.

Michael M. Gottesman, M.D.
Deputy Director for Intramural Research
National Institutes of Health

Table of Contents

1	2007 Summer Lecture Series for Students — The Tapestry of Science: Interdisciplinary Research
2	OITE: The Office of Intramural Training and Education
2	OITE Mission
2	Staff
2	Location
3	Programs, Lectures, and Workshops for Students
3	Summer Research Program Orientation: Getting What You Came For!
3	NIH Library Orientation Tours
4	Test-taking Strategies — Preparing for the MCAT/Preparing for the GRE
5	Lunchtime Talks on Training for Research Careers
6	Special Lunchtime Talk: Coming Back to the NIH
8	Medical and Dental Student Activities
11	And More:
11	NIA/NIDA Student Poster Session
11	NICHD Summer Program Poster Presentations
11	Science in the Cinema
12	Following NIH Rules
12	Security Clearance
12	NIH Security
12	What You Can Do Before Arriving at the NIH
12	Getting Your NIH ID
13	Preplacement Medical Evaluation
13	Who Needs a Preplacement Medical Evaluation?
13	How Is a Medical Evaluation Arranged?
13	Forms
14	Limitations on the Activities of Minors
14	Supervision of Students in Laboratories
14	Transportation to the NIH and Parking
14	Transhare
16	Parking at Mid-Pike Plaza
16	Bicycling
16	Paying Taxes on Your Summer Income
18	Training Courses
18	Laboratory Safety
18	Introduction to Laboratory Safety Computer-based Training Course
18	“Learn-by-doing” Laboratory Safety Training
19	Laboratory Safety at the NIH (classroom course)
19	Laboratory Safety Refresher Course
19	Summer Student Safety Training Requirements at a Glance
20	Working Safely with HIV and Other Bloodborne Pathogens in the Research Laboratory
20	Bloodborne Pathogen Refresher Training
21	Radiation Safety
21	Dosimeter Evaluation Form
21	Minors Handling Radioactive Materials
21	Returning Summer Students

22	Animal Care and Use
22	Using Animals in Intramural Research: Guidelines for Animal Users
22	Working Safely with Nonhuman Primates
22	Hands-on Animal Techniques: Rodent Workshops
23	Poster Day 2007
23	General Information
25	Sample Registration Form
26	Suggestions for Presenting Research in a Poster Format
27	Contacts
27	Summer Research Program Coordinators
31	Central NIH Summer Program Coordinator
32	Useful Websites
32	Office of Intramural Training and Education
32	NIH Resources
33	Transportation
33	Other Resources to Help You Get Settled
34	Washington Metropolitan Area Activities
34	Entertainment
34	Museums
39	National/State Parks and Historic Sites
42	Calendar of Events

The Tapestry of Science: Interdisciplinary Research

- June 12 **80 Years of Immunology: Where We Came From, Where We're At, and Where We're Going**
Polly Matzinger, PhD
Laboratory of Cellular and Molecular Immunology
National Institute of Allergy and Infectious Diseases
- June 19 **Chromatin: Going Beyond DNA to Regulate the Actions of Steroid Hormones**
Trevor K. Archer, PhD
Laboratory of Molecular Carcinogenesis
National Institute of Environmental Health Sciences
- June 26 **New Horizons in Pain Control**
Michael J. Iadarola, PhD
Laboratory of Sensory Biology
National Institute of Dental and Craniofacial Research
- July 10 **How Would You Model the Symptoms of Autism in Mice?**
Jacqueline N. Crawley, PhD
Laboratory of Behavioral Neuroscience
National Institute of Mental Health
- July 17 **A Multidisciplinary Approach to Understanding the Role of Vector Proteins in Pathogen Transmission**
Jesus G. Valenzuela, PhD
Laboratory of Malaria and Vector Research
National Institute of Allergy and Infectious Diseases
- July 24 **Obesity: How Can We Balance the Energy Equation?**
Monica C. Skarulis, MD
Clinical Endocrinology Branch
National Institute of Diabetes and Digestive and Kidney Diseases

All lectures
will be held from
12:00 noon to 1:00 p.m.
on Tuesdays in
Lipsett Amphitheater,
Building 10.

Sign language
interpretation
is available
upon request.
Individuals who
require this or other
accommodations
should call the NIH
Office of Intramural
Training and Education
at 301-496-2427.

OITE: The Office of Intramural Training and Education

OITE Mission

The Office of Intramural Training and Education is responsible for ensuring that your summer experience is as successful as possible. We aim to help you make the most of this unique opportunity to participate in biomedical research, attend relevant career development activities, learn all you can possibly learn from the scientific staff at the NIH and your fellow interns, and have a good time. We are also available should problems arise.

We encourage you to

- take part in orientation sessions designed to get you off to a good start at the NIH;
- sign up for the summer listserv so that you are aware of ongoing activities;
- attend the Summer Lecture Series, presented by some of the most respected investigators at the NIH, and career development workshops; and
- share your research with the NIH community at Summer Poster Day.

Staff

OITE staff members who work most closely with the Summer Internship Program are:

Debbie Cohen Training Program Specialist	301-402-1907	<i>cohend@mail.nih.gov</i>
Crystal Lewis Program Analyst	301-594-0581	<i>lewiscry@mail.nih.gov</i>
Pat Sokolove, PhD Director, Interdisciplinary Training Programs	301-402-3889	<i>sokolovp@mail.nih.gov</i>
Sharon Milgram, PhD Director, OITE	301-496-2427	<i>milgrams@mail.nih.gov</i>

Location

You can find us all on the second floor of Building 2. Drop by anytime.

Programs, Lectures, and Workshops for Students

Summer Research Program Orientation: Getting What You Came For!

Your research project should be your number one summer priority, but there is more to the summer program than just research. Join the staff of the Office of Intramural Training and Education for tips on making the most of your summer at the NIH.

The Summer Research Program Orientation will be presented on four dates:

May 21	11:00 a.m.–1:00 p.m.	Building 2/Room 5W25
June 4	1:00–2:30 p.m.	Wilson Hall (Third floor, Building 1)
June 11	11:00 a.m.–1:00 p.m.	Building 50/Room 1227
June 18	11:00 a.m.–1:00 p.m.	Wilson Hall

NIH Library Orientation Tours

The mission of the NIH Library is to support the biomedical and behavioral research needs of the NIH community with a comprehensive range of scientific, medical, and administrative information and support services.

The NIH Library in Building 10, located on the first floor near the South Entrance, will conduct weekly NIH Library Orientation Tours for summer students on Wednesdays from May 23 through July 11, 2007. Each one-hour orientation starts at 2:00 p.m. at the Information Desk. No registration is required.

NIH Library Orientation Tours for large groups and special arrangements are available upon request: nihlibrary@nih.gov or 301-496-1080.

The NIH Library Orientation Tours include the following:

- Overview of NIH Library resources and services
- Overview of NIH Library website
- Introduction to PubMed®, Web of Science®, Scopus® and other electronic databases
- Overview of the NIH Library Online Catalog
- Access to Online Journals, Online Books and Internet Resources
- NIH Library Document Delivery
- NIH Library Resource Training

For more information, please visit the NIH Library website: <http://nihlibrary.nih.gov>.

Test-taking Strategies – Preparing for the MCAT/Preparing for the GRE

If you are planning to take the MCAT in August or even next April, you will want to come to the two part series “Preparing for the MCAT.” If you are planning to take the GRE in the next year, you should plan to attend “Preparing for the GRE.” All sessions will be presented by Dr. William J. Higgins, Associate Professor of Biology at the University of Maryland. Dr. Higgins has taught courses populated by premedical students for 30 years, won many teaching awards, consulted with medical school admission committees, and developed a series of learning strategies for students. For more information, see <http://www.chemlife.umd.edu/biology/faculty/higgins/>

Preparing for the MCAT:

Part 1: June 14, 1:00–4:00 p.m. Building 50/Room 1227

Part 2: June 21, 1:00–4:00 p.m. Building 50/Room 1227

Part 1

Overview

- Insight into the application process and application evaluation for medical school
- How does my test score affect the application process?
- When do I take the test?
- Sections, content, types of questions

Part 2

How to prepare

- Review of specific types of questions
- Strategies for attacking the different sections
- How to study
- How do I know what to study?

Test Day!

- Final preparations
- Test Day strategies: “Do’s,” “Don’t’s,” and a checklist
- Test Day procedures

Preparing for the GRE:

June 28, 1:00–4:00 p.m. Building 50/Room 1227

How to prepare

- Sections, content, types of questions
- Strategies for attacking the different sections
- How to study
- How do I know what to study?

Test Day

- Final preparations
- Test Day strategies: “Do’s,” “Don’t’s,” and a checklist
- Test Day procedures

Lunchtime Talks on Training for Research Careers

The NIH Office of Intramural Training and Education will host a series of “brown bag” sessions on selected Thursdays in Building 50, Room 1227 from 11:30 a.m. to 1:00 p.m. These informal sessions are designed for individuals who are interested in pursuing a career in biomedical research and are open to interns in all NIH laboratories. Prior registration is not required.

June 14 **How to Succeed in Science**

Jonathan Yewdell, MD, PhD, Chief, Cellular Biology Section, Laboratory of Viral Diseases, National Institute of Allergy and Infectious Diseases, will discuss the aptitudes and attitudes you will need to become a happy and productive researcher.

June 21 **How to Read a Scientific Paper**

Deborah M. Hinton, PhD, Senior Investigator, Laboratory of Molecular and Cellular Biology, National Institute of Diabetes and Digestive and Kidney Diseases

New research findings are communicated to the scientific community via scientific papers, and being able to read those papers and make use of the information they contain is key to successful research. This session will address questions including:

- Why do scientists read papers?
- How can you decide which papers to read?
- How can you most efficiently find out what a paper has to say?
- What do you want to learn from reading a paper?

June 28 **Getting to Graduate School Part 1: Picking a Graduate School and Graduate Program**

Sharon Milgram, PhD, Director, Office of Intramural Training and Education, will discuss selecting the graduate program that is right for you.

July 12 **Creating and Presenting a Poster**

Scott Morgan of Premiere Public Speaking will assist you with getting ready for Summer Poster Day. His presentation will focus on selecting and organizing your data, what to include and what not to include, the key components of a successful poster, layout and font selection, and poster presentation techniques.

Poster Viewing:

Are you uncertain what scientists mean when they talk about presenting a poster? Drop by Room 2W15 in Building 2 to take a look at several posters that were presented recently by trainees at the NIH.

July 18 2:00 to 5:00 p.m. July 20 9:00 a.m. to 5:30 p.m.

July 19 **Getting to Graduate School Part 2: Applying and Interviewing**
Sharon Milgram, PhD

July 26 **Getting to Graduate School Part 3: Writing Personal Statements**
Sharon Milgram, PhD

Special Lunchtime Talk: Coming Back to the NIH

July 12 **NIH Programs for Undergraduates and Recent College Graduates**

(1:00–2:30 p.m., Building 50/Room 1227)

- **The NIH Undergraduate Scholarship Program (UGSP)** offers scholarship awards to undergraduate students from disadvantaged backgrounds who are committed to careers in biomedical, behavioral, and/or social science health-related research. The financial benefits of up to \$20,000 per year can be used to cover tuition, plus reasonable educational and living expenses. There are NIH service obligations during the summer and after graduation. For more details, visit the UGSP Website, <http://www.ugsp.nih.gov/home.asp>. To request an application, call the UGSP InfoLine at 800-528-7689 or e-mail ugsp@nih.gov.
- **The NIH Academy** is a residential program for up to 16 recent college graduates. Students are housed on Battery Lane in furnished apartments complete with computers. Tenure in the program may be one or two years. Special features of the program:
 - A five-day orientation and opening and closing receptions
 - A Wednesday evening curriculum (including dinner) that features coverage of health disparities, skills development and student presentations
 - \$300 for a GRE or MCAT preparation course
 - Outreach activities including judging science fairs, the Black Family Reunion, and the Langley Park Health Fair
 - One-on-one counseling regarding graduate or medical school applications and interviewing
- **The Postbaccalaureate Intramural Research Training Award (IRTA)** is a program for U.S. citizens or permanent residents who have graduated with a bachelor's degree from an accredited U.S. institution within the preceding two years. The participants are expected to have the intention of attending graduate or medical school. The program includes about 600 students.

Features:

- A postbacc governing committee consisting of representatives from the various Institutes/Centers
- Monthly lectures (Lipsett Amphitheater) by distinguished scientists, often NIH investigators who have been nominated for the Distinguished Mentor Award, with refreshments provided by the Foundation for Advanced Education in the Sciences (FAES)
- A seminar series: two postbaccs present their work in each session, with refreshments sponsored by the Scientific Directors
- A fall welcome event plus workshops on applying to and interviewing for graduate or medical school, public speaking, presenting a poster, preparing for the GRE or MCAT, etc.
- Postbacc Research Festival and Poster Day
- Summer Extravaganza with Distinguished Mentor Award
- An official listserv and “club PCR” (a social listserv)
- A postbacc website, <http://preirta.nih.gov>, maintained by the trainees
- **The Technical IRTA** program is designed to produce super technicians. It differs from the postbacc program in that there is no requirement that participants be recent college graduates, and participants may hold the MS degree.

At present there are about 100 trainees in this program. Features:

- Every trainee is expected to have a training plan.
- Trainees are included in the postbacc listserv, represented by the postbacc committee, and welcome at postbacc events.
- If graduate school is in your future, the **Graduate Partnerships Program (GPP)** will allow you to take advantage of the incredible research resources at NIH while getting your PhD from one of several highly respected universities. NIH has a 50-year history of training graduate students. In 2000, the decision was made to expand the NIH role in graduate education by establishing formal NIH/University partnerships, through the Graduate Partnerships Program (GPP), that allow students to do most of their academic coursework at the university and dissertation research at NIH. There are currently 16 GPP programs to choose from. Students may also create individualized collaborations between NIH investigators and university research mentors.

In keeping with the NIH Roadmap, the goal of the GPP is to create a PhD training model that emphasizes development of skills to

- work collaboratively across disciplines, institutions, and/or national cultures;
- acquire deep expertise in a primary field of interest and sufficient expertise in another discipline to see and study questions which cross the boundaries;

- recognize and address research questions that might have a lower chance of success but bigger potential payoff.

A current list of partnership programs can be found at <http://gpp.nih.gov>.

Medical and Dental Student Activities

Several events specifically designed for students in the Summer Research Fellowship Program (SRFP; for students who have completed at least one year of medical or dental school) and SIP trainees interested in dental or medical school address clinical, translational, and basic research opportunities as well as careers in medicine and dentistry.

July 10 **Graduate Medical Education, Loan Repayment Programs, and the NIH Clinical Elective Program (CEP)**

This session is scheduled for 1:30–3:00 p.m. in the Old Medical Board Room (2C116) in Building 10.

- **The Graduate Medical Education (GME) Programs** at the National Institutes of Health (NIH) provide medical school graduates with Residency and Fellowship training experiences in 15 accredited specialty areas of medicine including Allergy and Immunology, Dermatology, Internal Medicine, Pathology, Pediatrics, Transfusion Medicine, and Psychiatry. These programs, which prepare graduates for independent medical practice, combine comprehensive patient care experiences focusing on the diagnosis and conventional treatment of human disease with broad educational exposure to the principles and practice of biomedical research and therapeutic innovation. The distinguishing characteristic of GME Programs at NIH is the unparalleled opportunity for Resident and Fellow trainees to participate simultaneously in scientific investigation and clinical research while developing the clinical skills requisite for medical practice under the supervision of highly accomplished and internationally renowned physician-scientists. The NIH is one of the world's foremost medical research and training centers and, as an integral part of the Federal Department of Health and Human Services, the NIH serves as the United States' biomedical research agency and the steward of its medical and behavioral research. The mission of NIH is to study the nature and behavior of living systems and to apply that knowledge to extend healthy life and reduce illness and disability. Graduate Medical Education and the training of future physician-scientists is a vital part of this mission.

GME Programs provide training experiences principally within the Mark O. Hatfield Clinical Center, located on the Bethesda campus of the NIH. The Clinical Center provides care to approximately 7,000 inpatients and 100,000 outpatients each year. It is the academic "home" to more than 300 Residents and Clinical Fellows who are enrolled in its accredited medical specialty programs and other graduate medical education programs.

- **NIH Loan Repayment Programs** are a vital component of our nation's efforts to attract health professionals to careers in biomedical and clinical research. If you are an employee in the NIH Intramural Research Program, in exchange for a two- or three-year (for Intramural General Research) commitment to your research career, the NIH Intramural Loan Repayment Program (ILRP) will repay up to \$35,000 per year of your qualified educational debt. In addition, the NIH will make Federal tax payments to the Internal Revenue Service at the rate of 39 percent to cover your increased Federal taxes. To qualify you must be a U.S. citizen, national, or permanent resident; hold a doctoral degree; have educational debt equivalent to at least 20 percent of your base salary; and work at least 20 hours per week. There are four targeted ILRPs: (1) the AIDS Research ILRP, which is designed to attract highly qualified physicians, nurses, and scientists to HIV/AIDS research and research training; (2) the Clinical Research ILRP for Individuals from Disadvantaged Backgrounds, which is designed to recruit highly qualified physicians, nurses, and scientists from disadvantaged backgrounds to serve as clinical researchers; (3) the General Research ILRP, which covers biomedical, behavioral, and social science health-related research; and (4) the General Research ILRP for Accreditation Council for Graduate Medical Education (ACGME) Fellows, which is a pilot initiative currently available to fellows employed by NIH in subspecialty and residency training programs accredited by the ACGME.

Loan repayment is also available for individuals working at nonprofit institutions outside the NIH. This extramural loan repayment is more limited in scope, however, applying only to individuals involved in clinical, pediatric, health disparities and contraception and infertility research and to clinical researchers from disadvantaged backgrounds. For more information please visit the website, www.lrp.nih.gov.

- The **NIH Clinical Electives Program (CEP)** provides opportunities for medical and dental students to care for patients and explore clinical investigation in more than 20 medical subspecialty areas. CEP is open to students in good academic standing who have completed (or are in the process of completing) their core clerkships in medicine, obstetrics and gynecology, pediatrics, psychiatry, and surgery. Most elective rotations in the medical specialties are offered for periods of four to eight weeks, beginning usually on the first Monday of each month. Students interested in Medical Informatics should note that it is offered for elective rotations only in the months of March and April. For interested students with appropriate qualifications, individualized research electives can also be arranged in the basic or clinical sciences.

July 18

Howard Hughes Medical Institute (HHMI) Cloisters Program and the NIH Clinical Research Training Program (CRTP)

This program is scheduled for 12:00–1:00 p.m. in The Cloisters (Building 60).

Are you currently enrolled in medical/dental school or bound for medical/dental school and want to continue with research? Come learn about two outstanding opportunities to return to the NIH to conduct biomedical research. Space is limited to 100 people, so please RSVP to Debbie Cohen at cohend@mail.nih.gov by July 11.

- **The HHMI-NIH Research Scholars Program** (“Cloister Program”) was established in 1985 as a joint venture of the Howard Hughes Medical Institute, one of the nation’s largest private biomedical research organizations, and the NIH. The mission of the program is to increase the pool of clinician scientists in the U.S. by providing medical and dental students one year of intensive research training at the NIH. Research Scholars spend a year on the NIH campus in Bethesda, Maryland, conducting basic, translational or applied biomedical research under the direct mentorship of senior NIH research scientists as they live among their peers at the Cloister, the Research Scholars’ on-campus residence. Students in good standing at U.S. medical and dental schools are eligible to apply to the program. Approximately 42 students are accepted into the program each year. For further information, visit www.hhmi.org, call 800-424-9924, or e-mail research_scholars@hhmi.org.
- **The Clinical Research Training Program (CRTP)** was established in 1997 at the recommendation of a panel of experts advising the NIH Director on the future of clinical research. This individualized, yearlong program was designed to attract the nation's most creative, research-oriented medical and dental students to clinical research early in their careers. Students who have completed a year of clinical rotations are invited to apply. In most cases, students apply during their third year and, if selected, enter the next CRTP class in the summer. CRTP students usually spend one year in the program, with the possibility of an extension for a second year, provided support from their sponsoring NIH Institute is available and the student has permission from the home institution. Medical and dental students who are U.S. citizens or permanent residents and are enrolled in a medical school accredited by the Liaison Committee on Medical Education (LCME) or a dental school that is accredited by the Commission on Dental Accreditation are eligible to apply. The program currently accepts 30 new students per year.

And More

NIA/NIDA Student Poster Session

July 30 1:00–5:00 p.m. Gerontology Research Center Lobby, Baltimore

NICHD Summer Program Poster Presentations

August 1 3:00–5:00 p.m. Natcher Conference Center, Lower level, Building 45

Science in the Cinema

Science in the Cinema is a free film festival sponsored by the NIH Office of Science Education (OSE), in partnership with the AFI Silver Theatre and Cultural Center. This year's festival will be held on July 11, 18, and 25 and August 1, 8, and 15 at the historic Silver Theatre, located in downtown Silver Spring. On each date, a film with a medical science-related theme will be shown in its entirety. Following the film, a guest speaker with expertise in the film's subject area will comment on the science depicted in the film and take questions from the audience.

Shows start at 7:00 p.m. Tickets are free and are available on a first-come, first-served basis through the AFI Silver box office on the day of show only. For more information, contact the OSE at 301-402-2470 or visit the website, <http://science.education.nih.gov/cinema>.

Security Clearance

NIH Security

The National Institutes of Health (NIH) is the Federal focal point for biomedical research in the United States. The main campus in Bethesda, MD, is surrounded by a perimeter fence designed to keep the campus safe and secure. Individuals wishing to enter must either present an NIH ID or be checked in each day as Visitors. The NIH requires a security investigation on all summer students prior to issuance of their NIH IDs. The Division of Personnel Security and Access Control (DPSAC) is the principal component within NIH responsible for managing access onto campus.

What You Can Do Before Arriving at the NIH

Most summer interns will require only a Special Agreement Check (SAC) prior to issuance of their NIH IDs. Essentially, this means that you will need to be fingerprinted. To streamline matters you can be fingerprinted at your local (or college/university) police department 30 to 45 days prior to the start of your internship. You will need to bring to your local police department photo identification and the following documents, which will be supplied by your summer program coordinator:

- 1) NIH official offer letter
- 2) DPSAC fingerprint request letter
- 3) Standard Form 87 (SF-87) (Fingerprint Chart Card)

Once your fingerprints are processed at your local police department, insert the SF-87 into the supplied FedEx envelope and mail it to the pre-labeled address.

Please note: You may incur a small fee for fingerprinting services. Questions or comments may be directed to the Personnel Security Branch at 301-402-9755.

If you live in the Bethesda area, you can be fingerprinted before the beginning of the summer at the NIH. Arrange with your summer program coordinator to obtain a Security Checklist for Summer Student Appointments, completed by your Institute or Center (IC). Bring a photo ID and the Checklist to Building 31, Room B1A26.

If you require a more comprehensive background check, e.g., a National Agency Check and Inquiries (NACI), your program coordinator will provide you with additional directions.

Good News: returning trainees will not need to be fingerprinted.

Getting Your NIH ID

If you submitted fingerprints processed by your local police department in a timely fashion, you will be able to pick up your NIH ID from the Badging Office (Building 31, Room B3B08) as soon as your contact information has been entered into NED (the NIH Enterprise Directory) by your Institute.

If you need to have your fingerprints processed after arriving at the NIH, please visit the fingerprinting location for your campus (Building 31, Room B1A26 on the main campus). You will need to bring a photo ID and the Security Checklist for Summer Student Appointments, completed by your IC. A period of five to ten days will be required for processing. When this is complete, your summer coordinator will advise you to pick up your NIH ID.

Preplacement Medical Evaluation

Who Needs a Preplacement Medical Evaluation?

Summer trainees are required to complete a preplacement medical evaluation before beginning laboratory work if they will be working

- in Building 10 or the new Clinical Research Center,
- with human blood or body fluids,
- with human pathogens,
- with patients, or
- with animals (specifically, live vertebrates).

How Is a Medical Evaluation Arranged?

Preplacement medical evaluations are provided by the Occupational Medical Service (OMS). Note that OMS is also where you would go if you had a health emergency while at work at the NIH.

Preplacement medical evaluations will be offered at the following times.

May 14 to 18:	8:00–11:00 a.m.
May 21 to July 6:	8:00–11:00 a.m. and 1:00–3:30 p.m.
After July 6:	by arrangement

A limited number of trainees who are in the Bethesda area over spring break can also be accommodated.

Appointments for these 20 minute evaluations must be made in advance. Walk-ins will not be accommodated. OMS can get busy, so be certain to schedule your evaluation well in advance of your anticipated start date.

To schedule an appointment call 301-496-4411. You can also call this number if you have questions.

Forms

IMPORTANT: You must bring the following completed forms with you when you arrive for your appointment:

- Documentation of Immunizations form
- Authorization for Treatment of a Minor form, if you will be under eighteen years of age when you begin work
- Safety Consent for Minors form, if you will be under eighteen when you start work

Limitations on the Activities of Minors

If you are under eighteen years of age at the time that you participate in the Summer Internship Program, you will be considered a *minor*, and the activities in which you can participate will be restricted. The following limitations will apply.

Minors may not work with

- **radioactive isotopes**, unless special permission is obtained and training is provided;
- **nonhuman primates**;
- **select agents** (A list of such agents can be found at http://dohs.ors.od.nih.gov/select_agents_main.htm. It includes, for example, Ebola and anthrax.);
- **human and nonhuman primate blood, body fluids, or tissues**;
- **human and nonhuman primate retroviruses**; or
- **select carcinogens, reproductive toxins, and acutely toxic chemicals**.

In addition, minors may not work in laboratories designated Biosafety Level 3 or Biosafety Level 4.

REMINDER: If you are a minor, be certain to bring both the completed Authorization for Treatment of a Minor form and the Safety Consent for Minors form to your Preplacement Medical Evaluation appointment or return them to your Institute's summer coordinator if no medical evaluation is required.

Supervision of Students in Laboratories

It is the responsibility of your principal investigator to ensure your safety at the NIH. You can assist in this endeavor by making certain that the following principles are applied:

- You must be directly supervised at any time you are working with potentially hazardous materials.
- You must be appointed under a hiring authority (as an IRTA or FTE) or as a special volunteer so that proper insurance coverage applies.
- If you are a minor, your parents should sign a consent form, which correctly describes your activities, to permit you to work in the lab.
- You must complete laboratory safety training.

Transportation to the NIH and Parking

Summer interns can commute to the NIH in several ways.

Transshare

Transshare is a Federal system designed to increase the use of public transportation. Individuals who live in the National Capital Region and agree not to drive their cars to the NIH are eligible for up to \$110 per month to cover the actual cost of the commute.

Complete information on the program can be found at <http://dtts.ors.od.nih.gov/transhare.htm>. To participate in this program

1. complete NIH Form 2705-1 "Transhare Program Application" and Form 2831-1 "NIH Transhare Program Commuting Cost Declaration – May through October". Application forms may be obtained at the Parking Office, Building 31, Room B3B04, Monday through Friday, 7:30 a.m. to 4:30 p.m. You may also phone 301-496-5050 to have the applications mailed or faxed to you, or you may download them from the Transhare web page: <http://dtts.ors.od.nih.gov/transhare.htm>.
2. complete the application fully.
3. bring the completed forms to the NIH Parking Office (Building 31, Room B3B04).
4. present a valid NIH identification card at the Parking Office.

Once all information is verified, participants are eligible to receive Metrocheks, based on the declared commuting cost and enrollment date, during the double subsidy month (NIH distributes two months worth of Metrocheks at a time). Distribution of Metrocheks will take place at the Recreation & Welfare Association (R&W) store in Building 31, Room B1W30 (open 8:30 a.m. to 3:45 p.m.) or Executive Plaza South, lobby level (open 9:00 a.m. to 3:00 p.m.).

Recipients must appear in person to pick up Metrocheks at the R&W store during the designated double-subsidy month.

Recipients must present to the R&W a valid NIH identification badge to receive the subsidy. Without a valid NIH ID badge, the subsidy will not be disbursed.

Recipients must pick up Metrocheks prior to the end of each designated double-subsidy period. **If a participant fails to pick up his/her Metrocheks for any given subsidy period, that double month subsidy will be forfeited.** Partial pickups are not allowed and only the current double-subsidy period Metrocheks will be disbursed.

The following links provide more detailed information on public transportation in the NIH area:

- Buses, Montgomery County (see also MTA and METRO):
<http://www.montgomerycountymd.gov/tsvtmpl.asp?url=/content/dpwt/transit/index.asp>
- Employee Travel: Trains, MARC (Maryland Rail Commuter Service) and VRE (Virginia Rail Express): <http://www.commuterpage.com/rail.htm>
- METRO, the DC Bus and Subway System: <http://www.wmata.com/default.cfm>
- MetroAccess, curb-to-curb service for those unable to use public transportation:
http://www.wmata.com/metroaccess/access_form.cfm
- MTA (Maryland Transit Authority), subway, bus, and train systems in Maryland:
<http://www.mtamaryland.com/>

Parking at Mid-Pike Plaza

Summer interns who must drive to the NIH can park at Mid-Pike Plaza. The Mid-Pike Plaza Satellite Parking Lot is located at **the intersection of Rockville Pike (MD Route 355) and Montrose Road** at the Mid-Pike Plaza Shopping Center. The parking spaces are located along the northern boundary of the shopping center nearest Montrose Road. The designated area is also marked with "Commuter Parking Area" signs. Permits to park in this area can be obtained from the Parking Office, Building 31, Room B3B04, Monday through Friday, 7:30 a.m. to 4:30 p.m. A valid NIH ID will be required. There is no fee to park at the Mid-Pike Plaza Satellite Lot.

Trainees who park at this location can use the NIH Mid-Pike Plaza Shuttle to reach the main NIH campus. Information on the schedule and route of the Mid-Pike Plaza Shuttle can be found at http://dtt.ors.od.nih.gov/NIHShuttle/scripts/new_shuttle_frameset_live.asp?route='Yellow'.

NOTE: Summer interns are not permitted to park on the main NIH campus. Those working at satellite locations may have access to parking at those locations. Ask your summer program coordinator.

Bicycling

- Those interested in bicycling to the NIH may find the following link of interest: <http://www.ors.od.nih.gov/orf/parking/showermap.cfm>.

Paying Taxes on Your Summer Income

Summer interns are generally appointed in one of two ways, as Student IRTAs (recipients of Intramural Research Training Awards) or FTEs (Full-time Equivalents or employees).

If you are paid as an IRTA,

- you are considered a trainee, not an employee,
- social security taxes are not deducted from your stipend,
- no income taxes are withheld from your stipend,
- your "income" is reported on a Form 1099G as a **taxable grant**,
- if you earned enough during the year to be liable for income taxes, you must report the income shown on your 1099G on Form 1040 on line 21, "other income,"
- you should **not** indicate that you are self-employed or file a Schedule C.

If you are appointed as an FTE,

- you are considered an NIH employee,
- social security taxes are deducted and income taxes are withheld from your stipend,
- your income is reported on a Form W2 as **wages, tips, and other compensation**,
- if you earned enough during the year to be liable for income taxes, or if you are due a refund, you should report the income shown on your W2 on line 7 of Form 1040 or the equivalent line on Form 1040EZ or 1040A.

You should receive your Form 1099G or W2 by February 15. If you do not, or if your address has changed, contact the NIH Office of Financial Management at 301-496-5635.

If you are paid by the NIH via some other mechanism or by some other agency, please contact the Administrative Officer at the NIH responsible for your laboratory or the responsible administrator at the agency for tax information. It would be best to do this before you leave the NIH at the end of the summer.

Remember, whoever pays you sends a copy of your Form 1099G or W2 to the Internal Revenue Service. The Federal government will know that you owe it taxes.

Edward Everitt in the Office of Financial Management is available to answer tax questions. E-mail your questions to him at e_everitt@msn.com. Include a phone number so that he has the option of calling you with a response. For quick questions, you can call him during the daytime at his office phone: 301-496-5635.

Laboratory Safety

The NIH is responsible for the promotion of safe work practices for all who work in NIH research facilities, including summer students. The Division of Occupational Health and Safety offers several required laboratory safety courses that summer research trainees must complete.

The courses listed below provide training in the safe work practices and procedures to be employed when working in the NIH research environment.

Introduction to Laboratory Safety Computer-based Training Course

The introductory course in laboratory safety is *mandatory for all new laboratory research trainees and for returning trainees age 21 or under*. It must be completed prior to attending any other courses. The course introduces laboratory personnel to common hazards and exposure risks, including chemical, radiological, and biological hazards that are found in NIH research laboratories. It provides instruction on how to prevent exposure to these hazards and procedures for emergency response. The course also covers NIH waste-handling procedures as well as methods to ensure the research laboratory is free from common physical hazards. It provides information on NIH security policies and procedures. To access the online course, go to <http://www.ors.od.nih.gov/labsafety/>. This course can be accessed only from NIH computers.

“Learn-by-doing” Laboratory Safety Training

After completing the computer-based **Introduction to Laboratory Safety**, *trainees age 21 or under, both new and returning*, must attend a hands-on course in laboratory safety entitled **“Learn-by-doing.”** Laboratory supervisors are responsible for ensuring that their staff members attend the correct training prior to working with potentially hazardous materials.

NOTE: students will be allowed to complete laboratory safety training before they have received their NIH IDs.

“Learn-by-doing” is taught by occupational safety and health professionals who have practical working laboratory experience. A broad range of laboratory safety topics will be covered including, but not limited to: the principles of biosafety; chemical handling and use; common laboratory hazards; and emergency preparedness. The learning objectives will be met through active dialogue between students and instructors. Students will work in small groups with an instructor to practice and learn laboratory safety techniques as well as the rules of safe conduct. Students and instructors will problem solve and think their way critically together through a series of learning exercises.

To demonstrate comprehension of the material, students must complete a quiz. The minimum passing grade is 85 percent. If necessary, additional one-on-one instruction will be provided to ensure successful course completion.

“Learn-by-doing” Laboratory Safety Training will be offered twice a day (from 9:00 a.m. to 12:00 noon and from 2:00 to 5:00 p.m.) every Tuesday, Wednesday, and Thursday from June 5th through August 2nd. Additional morning sessions will be provided on May 23rd and 30th and August 8th. Trainees can **register** for this course at <http://www.ors.od.nih.gov/labsafety/>.

Laboratory Safety at the NIH (classroom course)

After completing the computer-based **Introduction to Laboratory Safety**, *new* summer trainees who are *over the age of 21* are required to complete a classroom course entitled **Laboratory Safety at the NIH**. This course provides training on the recognition and control of common physical, chemical, and biological hazards found in NIH research laboratories. It includes required information on NIH policies and procedures for working safely in the research laboratory as well as methods for hazardous waste minimization. The course also covers engineering controls and personal protective equipment as well as the NIH medical surveillance program available through the Division of Occupational Health and Safety, Occupational Medical Service. Attendance at this program assists in meeting the training requirement of the OSHA Hazard Communication Standard and Occupational Exposure to Hazardous Chemicals in Laboratories Standard.

Laboratory Safety at the NIH will be offered on the following dates. All sessions will be held in Building 10.

May 22	1:00–4:00 p.m.	Lipsett Amphitheater
June 5	1:00–4:00 p.m.	Masur Auditorium
June 12	1:00–4:00 p.m.	Masur Auditorium
July 10	1:00–4:00 p.m.	Masur Auditorium
July 17	1:00–4:00 p.m.	Masur Auditorium
August 7	9:00 a.m.–12:00 noon	Lipsett Amphitheater
August 21	9:00 a.m.–12:00 noon	Lipsett Amphitheater

Please note: Credit for attendance will not be given to late arrivals. Individuals who arrive late will be asked to reschedule.

Laboratory Safety Refresher Course

All *returning* students *age 21 or older*, must complete a one-hour mandatory computer-based **Laboratory Safety Refresher Course** that provides updates on safety procedures and policies that govern laboratory safety at the NIH. The refresher course should be completed online at: <http://www.ors.od.nih.gov/labsafety>.

Summer Student Safety Training Requirements at a Glance

	Under 18 years old	18 to 21 years old	Over 21 years old
NEW	<ul style="list-style-type: none"> • Introduction to Lab Safety (online training) • “Learn-by-doing” Lab Training 	<ul style="list-style-type: none"> • Introduction to Lab Safety (online training) • “Learn-by-doing” Lab Training • Bloodborne Pathogen Training* 	<ul style="list-style-type: none"> • Introduction to Lab Safety (online training) • Laboratory Safety at the NIH (classroom training) • Bloodborne Pathogen Training*
RETURNING	<ul style="list-style-type: none"> • Introduction to Lab Safety (online training) • “Learn-by-doing” Lab Training 	<ul style="list-style-type: none"> • Introduction to Lab Safety (online training) • “Learn-by-doing” Lab Training • Bloodborne Pathogen Refresher Training* (online) 	<ul style="list-style-type: none"> • Lab Safety Refresher Training (online) • Bloodborne Pathogen Refresher Training* (online)

*as applicable

Registration for all Division of Occupational Health and Safety (DOHS) Training can be completed through our training website, <http://www.ors.od.nih.gov/labsafety/>.

Working Safely with HIV and Other Bloodborne Pathogens in the Research Laboratory

This two-hour course is for all individuals working with bloodborne pathogens. The course provides research personnel with information on working safely with bloodborne pathogens in NIH research laboratories in accordance with the OSHA Bloodborne Pathogen Standard. This course specifically discusses work practices in Biosafety Safety Level 2 and 3 laboratories, common methods of exposure, and the use of controls to prevent exposure. The course outlines steps to take in case of a potential exposure and reviews medical pathological waste disposal procedures. Attendance at this program is mandatory for research personnel who work with or who may be exposed to

- human blood, body fluids, and/or tissues,
- human or nonhuman primate retroviruses,
- hepatitis B and C viruses,
- other bloodborne pathogens,
- animals or their housing.

This training is required *before working* with bloodborne pathogens. **Working Safely with HIV and Other Bloodborne Pathogens** will be offered at the following times and dates. All sessions will be held in Building 10, Masur Auditorium or Lipsett Amphitheater.

May 24	10:00 a.m.–12:00 noon	Lipsett Amphitheater
June 7	10:00 a.m.–12:00 noon	Lipsett Amphitheater
June 14	1:00–3:00 p.m.	Masur Auditorium
July 12	9:00–11:00 a.m.	Lipsett Amphitheater
July 19	9:00–11:00 a.m.	Masur Auditorium
August 9	1:00–3:00 p.m.	Lipsett Amphitheater
August 23	10:00 a.m.–12:00 noon	Lipsett Amphitheater

Please note: Credit for attendance will not be given to late arrivals. Individuals who are late will be asked to reschedule.

Bloodborne Pathogen Refresher Training

This web course provides annual refresher training for research laboratory personnel who may potentially be exposed to bloodborne pathogens in their work in the research laboratory and have previously attended **Working Safely with HIV and Other Bloodborne Pathogens**. The course provides researchers with the latest information on bloodborne pathogen risks in the research laboratory as well as information on means of protection from potential occupational exposures. Summer researchers who have completed the NIH **Working Safely with HIV and Other Bloodborne Pathogens** course within the last three years can complete the refresher course instead of attending a classroom bloodborne pathogen course. Annual

completion of a Bloodborne pathogen course is mandatory for all laboratory research personnel who work with or who may potentially be exposed to bloodborne pathogens.

To register for these laboratory safety courses, utilize the online registration program available at <http://www.ors.od.nih.gov/labsafety>. If unable to register online, print out the fax registration form located at the website and fax the completed form to Toni Ellis at 301-402-0313.

Radiation Safety

All students entering laboratories posted for radioactive material use must take the **Radiation Safety Orientation** online training module at <http://www.nih.gov/od/ors/ds/rsb/rso/index.html>. This requirement applies to all such students, regardless of whether they may actually handle radioactive materials. Interns who will handle radioactive materials must also complete the **Radiation Safety in the Lab** (RSL) course.

Radiation Safety in the Lab will be offered on the following dates:

May 24	9:00 a.m.–12:00 noon	Building 21, Room 237
June 5	9:00 a.m.–12:00 noon	Masur Auditorium
June 12	9:00 a.m.–12:00 noon	Masur Auditorium
July 10	9:00 a.m.–12:00 noon	Masur Auditorium
July 17	9:00 a.m.–12:00 noon	Masur Auditorium
August 2	9:00 a.m.–12:00 noon	Building 21, Room 237

For more information concerning radiation safety training, please contact the Radiation Safety Training Office at 301-496-2255.

Dosimeter Evaluation Form

Every summer trainee who takes the RSL course must complete a Dosimeter Evaluation Form. The student must bring the completed and signed form to the RSL course he/she is scheduled to attend. The form is available for downloading at <http://www.nih.gov/od/ors/ds/rsb/forms/dosimetry.pdf>.

Minors Handling Radioactive Materials

Summer students under the age of 18 who plan to use radioactive materials must obtain special permission from the Radiation Safety Officer. Such students must submit the application form that is available for downloading at <http://www.nih.gov/od/ors/ds/rsb/minor.html>.

Returning Summer Students

Summer students returning to the NIH will use their old Radiation Safety Branch identification number, but must call 301-496-2255 to request reactivation of this number. Students who have been away from the NIH for more than two years must retake the **Radiation Safety in the Lab** course.

Training Courses

Animal Care and Use

The Office of Animal Care and Use (OACU) offers a variety of training courses for NIH intramural personnel who work with animals. These courses are free to participants and fulfill federal training requirements for working with animals. Depending on what species you will be working with, different courses are required. You may register online at <http://oacu.od.nih.gov/training/index.htm> or by calling the OACU at 301-496-5424.

Using Animals in Intramural Research: Guidelines for Animal Users

Students who will be working with animals under the direction of a senior scientist must complete **Guidelines for Animal Users** before beginning their work. The course is offered as a 90-minute lecture and in an online, web-based format. It describes proper care and use of animals in a research laboratory. Additional discussion of animal handling and restraint is presented to assure humane management of the animals.

The summer schedule for this course is:

June 18	9:00–10:30 a.m.	Building 50, Lobby level conference room
July 16	9:00–10:30 a.m.	Building 50, Lobby level conference room

The online course takes approximately 90 minutes to complete, but it does not have to be finished in one sitting. To access the online course, go to <http://fmp.cit.nih.gov/oacu/users/index.html>.

Working Safely with Nonhuman Primates

The course entitled **Working Safely with Nonhuman Primates** is required for all trainees who will be working with nonhuman primates (NHP). You will learn about the normal behavior of NHP to help prevent injury and exposure to pathogens, such as Herpes B-virus, that are transmissible to humans. The course, which consists of a video, handouts, and a quiz, is given on an individual basis at the animal facility. Contact your Institute or Center's veterinarian or the animal facility manager to arrange for a presentation.

Hands-on Animal Techniques: Rodent Workshops

The **Rodent Workshops** are optional opportunities to learn manual handling, sampling, and restraint techniques used in the laboratory with live animals. These half-day, small-group sessions provide an opportunity for individual instruction by certified laboratory animal technologists.

Workshops will be held from 8:30 to 11:00 a.m. in Building 49, Room 2A46. If the morning class is full, an afternoon session from 12:00 noon to 2:30 p.m. may be offered. Workshop dates will be posted on the OACU website. You must register at least two weeks before the scheduled date of the workshop at the training website, <http://oacu.od.nih.gov/training/schedule2007.htm>, as enrollment is limited.

<u>Mouse Only</u>	<u>Rats Only</u>
May 25	May 25
June 15	July 13
July 13	

General Information

When and where does it take place?

Poster Day 2007 is scheduled for Wednesday, August 1 and will be held in Natcher Conference Center (Building 45). Poster Day registration will take place on Tuesday, July 31st from 3:00 to 5:00 p.m. on the lower level of the Natcher Conference Center. At that time, you will receive information regarding your poster board assignment (board number, session, and time). Individuals assigned to the first poster session will also be able to put up their posters.

Who may present?

Any student (high school, college, medical, dental, or graduate) working in an intramural laboratory this summer. You will be assigned a period of several hours to spend at your poster.

What will the format be?

You will have a 3¹/₂ by 3¹/₂ foot pre-assigned poster board on which to display your information. Your poster should include

- an introduction (providing background information),
- the purpose of the project,
- materials and methods used, and
- results and conclusions.

While the text should be typed, figures may be drawn by hand. See the accompanying **Suggestions for Presenting Research in a Poster Format.**

Why should I participate?

This is a great opportunity to share the exciting work you have been doing this summer. Of course, having been here less than two months, you may not have final results from your experiments, particularly if this is your first year in a research lab. Even if your results are preliminary or incomplete at this time, you can still present background information on your project, any data you may have collected, or a discussion of the technical problems you have encountered. During the session, you will have a chance to discuss your project informally with your peers and with other members of the NIH scientific community.

How do I register?

You can register electronically at <http://www.training.nih.gov> beginning May 22. The registration form on the next page is a sample of what you will need to complete online.

When is the deadline?

Thursday, July 6 2007, at 5:00 p.m. (EDT). Your registration will be confirmed via e-mail one week to ten days after the deadline. The deadline for preceptor approval is Monday, July 10 at 5:00 p.m. (EDT).

What if I have questions?

Contact Ms. Debbie Cohen by e-mail at cohend@mail.nih.gov or call 301-402-1907.

Where can I print my poster?

You have three choices:

- Check to see if your Institute or Center has a poster printer that you can use.
- If you are an intern with the NIH Clinical Center you can make an appointment with the Information Technology Center to print your poster. Do this early! The Center and its programs are described at <http://clinicalcenter.nih.gov/isd/itc/>. The Center is located in Building 10, Room 1C282. The phone number is 301-402-6301.
- NIH Medical Arts and Printing Services (<http://medarts.nih.gov/docs/contact.htm>) will print posters, but your laboratory will have to pay. Make certain in advance that they are willing to cover the cost. Medical Arts is located in Building 10, Room B2L328. The phone number is 301-496-5566. Office hours are 8:00 a.m. to 5:15 p.m. daily.

What IS a poster?

Are you uncertain what scientists mean when they talk about presenting a poster? Drop by Room 2W15 in Building 2 to take a look at several posters that were presented recently by trainees at the NIH.

July 18 2:00 to 5:00 p.m.

July 20 9:00 a.m. to 5:30 p.m.

Sample Registration Form from www.training.nih.gov

(Be sure to read the online application tips before registering.)

Poster Information

Title •

NIH IC •

NIH Laboratory or Clinical Branch •

Preceptor Information

Primary Preceptor Dr. •
First MI Last

E-mail •

Other Preceptor (if applicable) Dr. •
First MI Last

E-mail

Continue

Poster Presenter Information

Name Mr. •
First MI Last

E-mail •

NIH Building •

NIH Room •

Permanent Address •

City •

State •

Zip •

NIH Phone •

NIH Fax •

Academic Information (as of Spring 2007)

Education Level •

School Year •

Last School Attended •

City •

State •

Back **Preview** **Add Another Presenter**

Registration Form (Part 1 of 2)

Instructions

- Enter the data requested and click the **Continue** button at the bottom of the page.
- Required fields are indicated with a (•).
- If desired, you may use the **tab** key to navigate the fields.

Application Form (Part 2 of 2)

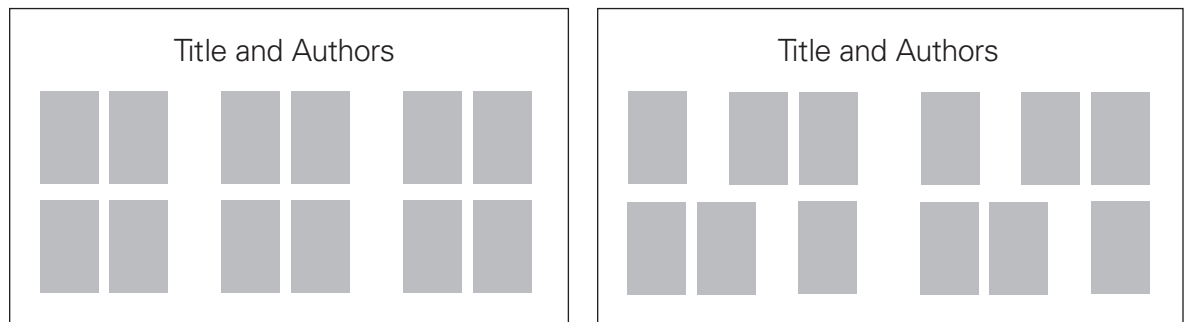
Instructions

- Enter the data requested and click a button at the bottom of the page.
- *Note:* Clicking **Preview** will allow verification of your inputs before submission.
- Required fields are indicated with a (•).
- If desired, you may use the **tab** key to navigate the fields.

Suggestions for Presenting Research in a Poster Format

1. The Office of Intramural Training and Education provides the space where you will hang your poster. You are responsible for designing, producing, and displaying the poster itself. Your poster will be displayed on a bulletin board surface. Be sure to bring thumbtacks or push-pins, as they will not be provided.
2. Draw a rough sketch of your poster. The board provided is 3 1/2 feet by 3 1/2 feet, so you should proportion your drawing accordingly. You may find it helpful to use graph paper and post-it notes to better visualize where the components of your poster will go.
3. Crowded, cluttered posters are difficult to read and are often disregarded in favor of more eye-pleasing posters. Make sure every item on your poster is necessary. Keep the text to a minimum and emphasize the graphics—charts, graphs, and photos. Save what you might put in text for discussion.
4. When composing your poster, use blank space to highlight or offset information. Be sure to align all edges of paper. Place related materials (e.g., graph with accompanying legend) close together, then offset it by surrounding it with blank space.

Arrange your information symmetrically on the board. A good approach is to divide your space vertically or horizontally into three or four sections.



5. Be sure to include the title of the presentation in large letters, the Institute and laboratory/branch where the work was completed, and the author names at the top center of the poster. Also, list the name of your school, college, or university. Place the abstract of your work on the upper left side of the poster.
6. Typewritten materials should be easy to read at a distance of four feet. Ordinary typewritten or handwritten copy will be too small for your audience to read, so use a computer and increase the font size to at least 18 point.

Adapted from American Society for Microbiology's "Guide to Poster and Slide Sessions"

Contacts

Summer Research Program Coordinators

Center for Biologics Evaluation and
Research (CBER)

Ms. Mary K. Mellinger

1401 Rockville Pike

Rockville, MD 20892 HFM-20

Telephone: 301-827-0782

Fax: 301-827-0440

E-mail: mellinger@cber.fda.gov

National Institute on Aging (NIA)

Ms. Arlene Jackson

Gerontology Research Center

5600 Nathan Shock Drive

Personnel (Box 18)

Baltimore, MD 21224

Telephone: 410-558-8121

Fax: 410-558-8103

E-mail: JacksonA@mail.nih.gov

National Institute on Alcohol Abuse
and Alcoholism (NIAAA)

Ms. Andrea Hobbs

5635 Fishers Lane

Bethesda, MD 20892-9304

Telephone: 301-443-2435

Fax: 301-443-6076

E-mail: ashobbs@mail.nih.gov

National Institute of Allergy and
Infectious Diseases (NIAID)

Dr. Wendy J. Fibison

Quarters 15B-1

8 West Drive MSC 2667

Bethesda, MD 20892-2667

Telephone: 301-496-6400

Fax: 301-402-3594

E-mail: trainingcoordinator@niaid.nih.gov

National Institute of Allergy and
Infectious Diseases (NIAID)

Mr. Neil Sunley

Quarters 15B-1

8 West Drive MSC 2667

Bethesda, MD 20892-2667

Telephone: 301-496-2638

Fax: 301-402-3594

E-mail: trainingcoordinator@niaid.nih.gov

National Institute of Allergy

and Infectious Diseases–

Vaccine Research Center (NIAID–VRC)

Ms. Valerie Lawrence

Building 40, Room 1100C

40 Convent Drive MSC 3013

Bethesda, MD 20892-3013

Telephone: 301-496-1703

Fax: 301-480-3114

E-mail: lawrencev@niaid.nih.gov

National Institute of Arthritis and

Musculoskeletal and Skin Diseases (NIAMS)

Dr. Mario E. Cerritelli

Building 10, Room 6N216

10 Center Drive

Bethesda, MD 20892

Telephone: 301-402-6924

Fax: 301-480-4871

E-mail: cerritem@mail.nih.gov

National Cancer Institute–

Center for Cancer Research (NCI–CCR)

Dr. Jonathan Wiest

Building 31, Room 4A48

31 Center Drive MSC 2473

Bethesda, MD 20892-2473

Telephone: 301-451-9638

Fax: 301-451-6238

E-mail: wiestj@mail.nih.gov

National Cancer Institute–
Center for Cancer Research (NCI–CCR)
Ms. Vi Black
Building 31, Room 4A48
31 Center Drive MSC 2473
Bethesda, MD 20892-2473
Telephone: 301-594-5363
Fax: 301-451-6238
E-mail: blackv@mail.nih.gov

National Cancer Institute–
Division of Cancer Epidemiology and
Genetics (NCI–DCEG)
Ms. Kris Kiser
6120 Executive Boulevard MSC 7242
Bethesda, MD 20850-7242
Telephone: 301-594-3005
Fax: 301-402-3256
E-mail: ncidceg-r@mail.nih.gov

National Cancer Institute–Division of Cancer
Treatment and Diagnosis (NCI–DCTD)
Ms. Kristen Jones
NCI–Frederick
Fairview Center, Suite 205
1003 West 7th Street
Frederick, MD 21701
Telephone: 301-846-5438
Fax: 301-846-6183
E-mail: jonesk@dtpepn.nci.nih.gov

National Center for Complementary and
Alternative Medicine (NCCAM)
Dr. Julia Arnold
Building 9, Room 1N105
9 Memorial Drive MSC 0933
Bethesda, MD 20892-0933
Telephone: 301-451-6711
Fax: 301-480-4570
E-mail: jarnold@mail.nih.gov

National Institute of Child Health
and Human Development (NICHD)
Ms. Ellie Hochman
One Rockledge Centre, Suite 8000
6705 Rockledge Drive
Bethesda, MD 20814-9692
Telephone: 301-402-2640
Fax: 301-480-9860
E-mail: hochmane@exchange.nih.gov

National Institute on Deafness and
Other Communication Disorders (NIDCD)
Ms. Gayle Mundell
Building 31, Room 3C08
31 Center Drive MSC 2320
Bethesda, MD 20892-2320
Telephone: 301-402-0495
Fax: 301-480-7271
E-mail: mundellg@mail.nih.gov

National Institute on Deafness and
Other Communication Disorders (NIDCD)
Ms. Debbie Washington
Building 31, Room 3C08
31 Center Drive MSC 2320
Bethesda, MD 20892-2320
Telephone: 301-402-0495
Fax: 301-480-7271
E-mail: washdeb@nidcd.nih.gov

National Institute of Dental and
Craniofacial Research (NIDCR)
Dr. Deborah Philp
Building 30, Room 516
30 Convent Drive MSC 4370
Bethesda, MD 20892-4370
Telephone: 301-594-8444
Fax: 301-480-0240
E-mail: dphilp@dir.nidcr.nih.gov

National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)
Ms. Debi Anderson
Building 10, Room 9N208
10 Center Drive MSC 1814
Bethesda, MD 20892-1814
Telephone: 301-402-7279
Fax: 301-402-0069
E-mail: andersond@mail.nih.gov

National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)
Ms. Kathy Grimmnitz
Building 10, Room 9N208
10 Center Drive MSC 1814
Bethesda, MD 20892-1814
Telephone: 301-402-2393
Fax: 301-402-0069
E-mail: KathyG@intra.niddk.nih.gov

National Institute on Drug Abuse (NIDA)
Dr. Stephen Heishman
Clinical Pharmacology and Therapeutics
Research Branch
Room 265
5500 Nathan Shock Drive
Baltimore, MD 21224
Telephone: 410-550-1547
Fax: 410-550-1528
E-mail: heishman@nih.gov

National Institute of Environmental Health Sciences (NIEHS)
Summers of Discovery Program
Ms. Charle League
Coordinator, Summers of Discovery and Special Programs
NIEHS/NIH (B2-05)
P.O. Box 12233 or
111 T.W. Alexander Drive
Research Triangle Park, NC 27709-2233
Telephone: 919-541-5741
E-mail: league@niehs.nih.gov
Institute Website:
<http://www.niehs.nih.gov>
Intramural Lab Website:
<http://www.dir.niehs.nih.gov>
Summer Website:
<http://www.niehs.nih.gov/summers>

National Eye Institute (NEI)
Ms. Belinda Davis
Building 31, Room 6A22
31 Center Drive MSC 2510
Bethesda, MD 20892-2510
Telephone: 301-451-6763
Fax: 301-451-6764
E-mail: davisb@nei.nih.gov

National Heart, Lung, and Blood Institute (NHLBI)
Ms. Jessica M. Llewellyn
Building 10, Room 2N242
10 Center Drive MSC 1754
Bethesda, MD 20892-1754
Telephone: 301-451-9440
Fax: 301-594-8133
E-mail: llewellj@mail.nih.gov

National Human Genome Research Institute (NHGRI)
Dr. Belen Hurler
Building 12A, Room 1039
12 South Drive
Bethesda, MD 20892
Telephone: 301-402-3053
Fax: 301-480-3897
E-mail: nhgritraining@mail.nih.gov

National Human Genome Research Institute (NHGRI)
Dr. Michelle R. J. Hamlet
Building 12A, Room 1039
12 South Drive
Bethesda, MD 20892
Telephone: 301-402-3053
Fax: 301-480-3897
E-mail: nhgritraining@mail.nih.gov

National Institute of Mental Health (NIMH)
Ms. Margarita Valencia
Building 10, Room 4N222
10 Center Drive MSC 1381
Bethesda, MD 20892-1381
Telephone: 301-451-4512
Fax: 301-594-3189
E-mail: nimhfellowships@intra.nimh.nih.gov

National Institute of Neurological
Disorders and Stroke (NINDS)
Dr. Rita Devine Ward
Building 35, Room GA902
35 Convent Drive MSC 1381
Bethesda, MD 20892-1381
Telephone: 301-594-9562
Fax: 301-594-5799
E-mail: wardr@ninds.nih.gov

National Institute of Neurological
Disorders and Stroke (NINDS)
Ms. Amanda Rogers
Building 35, Room GA902
35 Convent Drive MSC 1381
Bethesda, MD 20892-1381
Telephone: 301-443-1910
Fax: 301-496-4276
E-mail: rogersam@ninds.nih.gov

National Institute on Nursing
Research (NINR)
Dr. Donna Jo McCloskey
Building 31, Room 5B13
31 Center Drive MSC 2540
Bethesda, MD 20892-2540
Telephone: 301-402-1446
Fax: 301-480-4969
E-mail: McCloskd@mail.nih.gov

National Library of Medicine–
Lister Hill Center (NLM–LHC)
Ms. May Cheh
Building 38, Room 9N919
8600 Rockville Pike
Bethesda, MD 20894
Telephone: 301-435-3193
Fax: 301-496-0673
E-mail: mcheh@mail.nih.gov

National Library of Medicine–
National Center for Biotechnology
Information (NLM–NCBI)
Mr. Coung Tran
Building 38A, Room 8N801
9000 Rockville Pike
Bethesda, MD 20894
Telephone: 301-451-5161
Fax: 301-480-4559
E-mail: ct137w@nih.gov

National Institute of Biomedical Imaging
and Bioengineering (NIBIB)
Ms. Sheila F. Barrett
Building 31, Room 1C-27
31 Center Drive MSC 2281
Bethesda, MD 20892-2281
Telephone: 301-451-0713
Fax: 301-480-0679
E-mail: sbarrett@mail.nih.gov

Office of the Director/Office of
Intramural Research/Office of Human
Subjects Research (OD/OIR/OHSR)
Dr. Alison Wichman
Building 10, Room 1C116
10 Center Drive MSC 1154
Bethesda, MD 20892-1154
Telephone: 301-402-3444
Fax: 301-402-3443
E-mail: wichmana@od1em1.od.nih.gov

Office of Research Services/Office
of Research Facilities Development
and Operations (ORS/ORFDO)
Ms. Aviva Spetgang
Building 31, Room 4B41
31 South Drive MSC 2157
Bethesda, MD 20892-2157
Telephone: 301-496-6924
Fax: 301-402-1057
E-mail: smitht@mail.nih.gov

Office of Research Services/Office
of Research Facilities Development
and Operations (OD/ORFDO)
Ms. Jessica Akers
Building 31, Room 4B41
31 Center Drive MSC 2157
Bethesda, MD 20892-2157
Telephone: 301-402-1528
Fax: 301-402-1507
E-mail: akerst@mail.nih.gov

NIH Clinical Center (CC)
Ms. Cynthia Bolton
OHRM/POS
Room 3E01
6100 Executive Boulevard MSC 7509
Bethesda, MD 20892-7509
Telephone: 301-496-6924
Fax: 301-435-6761
E-mail: cbolton@cc.nih.gov

NIH Clinical Center (CC)
Ms. Dora Bell
NIH/CC/Office of the Director
Room 1N257
10 Center Drive MSC 1196
Bethesda, MD 20892-1196
Telephone: 301-496-5999
Fax: 301-496-0210
E-mail: belld@mail.nih.gov

Central NIH Summer Program Coordinator

Ms. Debbie Cohen
NIH Office of Intramural Training and Education
Building 2, Room 2W11
2 Center Drive MSC 0240
Bethesda, MD 20892-0240
Telephone: 301-402-1907
Fax: 301-402-0483
E-mail: cohend@mail.nih.gov

Useful Websites

Office of Intramural Training and Education (OITE)

The Office of Intramural Training and Education

<http://www.training.nih.gov>

- Information about NIH training programs
- Current postdoctoral and tenure-track position listings
- Fellowship Training Program 800-445-8283 (information for summer students, postbaccs, and postdocs)
- Graduate Partnerships Program 877-422-7882 (information for graduate students)
- Medical Education Program 888-695-5343 (information for medical and dental students)

NIH Resources

General NIH Info

<http://www.nih.gov>

The main NIH website

NIH Jumpstart

<http://jumpstart.nih.gov>

A quick way to find answers to your questions about the NIH

NIH Directory

<http://directory.nih.gov>

NIH Online Orientation

<http://orientation.nih.gov>

Security Information at the NIH

<http://security.nih.gov>

Guidelines for the Conduct of Research

<http://www.nih.gov/news/irnews/guidelines.htm>

A Guide to Training and Mentoring in the Intramural Research Program at NIH

http://www1.od.nih.gov/oir/sourcebook/ethic-conduct/TrainingMentoringGuide_7.3.02.pdf

The NIH Office of the Ombudsman and Center for Cooperative Resolution

<http://www4.od.nih.gov/ccr/ombud.html>

NIH Library

<http://nihlibrary.nih.gov>

NIH Videocasts

<http://videocast.nih.gov>

Rebroadcasts of NIH lectures and conferences

NIH Intramural Database (Institute and Center Annual Reports)

<http://intramural.nih.gov/search>

Annual reports from all the Institutes and Centers, which are searchable so that you can find specific investigators working in particular areas of interest

NIH Housing List

<http://www.recgov.org/housing/Rent.html>

NIH Blood Bank

http://www.cc.nih.gov/dtm/donor_patient/dtm_donor_info.htm

NIH Federal Credit Union

<http://www.nihfcu.org>

Transportation

NIH Travel and Transportation Services

<http://dtts.ors.od.nih.gov/transportation.htm>

NIH Transhare

<http://dtts.ors.od.nih.gov/transhare.htm>

Agree not to drive your car to the NIH and receive cash subsidies for public transportation

Washington Metro Area Transit Authority

<http://www.wmata.com>

A guide to the buses and subways in Washington, D.C. and the surrounding counties

Ride-On Map

<http://www.montgomerycountymd.gov/tsvtmpl.asp?url=/content/dpwt/transit/routesandschedules/rideonroutes.asp>

Map of Montgomery County, MD, bus routes

Other Resources to Help You Get Settled

A great reference on finding housing in the Bethesda area

<http://murray.senate.gov/internship/dchousing.cfm>

Craigslist

<http://washingtondc.craigslist.org>

The Washington Post

<http://www.washingtonpost.com>

The NIH Fellows Committee (FELCOM) Exchange Board

<http://208.234.17.104/recgov/cgi-bin/felcom/discus.cgi>

Furnish your space with items others no longer need

Washington Metropolitan Area Activities

Entertainment

“Work is hard. Distractions are plentiful. And time is short.”

— Adam Hochschild

“He who cannot rest, cannot work...”

— Harry Emerson Fosdick

The national capitol area has much to offer in the way of entertainment and relaxation. Whether your passion is nature, history, art, nightlife, or fine food, there is plenty here for you. The museums, parks, and historical sites listed below are just a small sample from the veritable smorgasbord of interesting sites and events around town. One of the best ways to learn about other local points of historical and cultural significance—as well as the latest events of interest—is through the Internet. Among the various online art and entertainment guides, the following will help you learn about all that the area has to offer:

<http://www.washington.org/>

<http://eg.washingtonpost.com/>

<http://www.washdc.org/>

Museums

**B’Nai B’rith Klutznick
National Jewish Museum**
1640 Rhode Island Avenue NW
Washington, DC 20005
202-857-6583
Admission: Free
Metro: Red Line, Farragut North
<http://www.bnaibrith.org/museum/>

Bethune Museum & Archives, Inc.
1318 Vermont Avenue NW
Washington, DC 20005
202-332-9201
Admission: Free
Metro: Blue/Orange Lines,
McPherson Square
<http://www.nps.gov/mamc/>

Constitution Gardens
900 Ohio Drive SW
Washington, DC 20242
202-426-6841

The Gardens are located between the Washington Monument and the Lincoln Memorial, bordered by Constitution Avenue, 17th Street, and the Reflecting Pool.
Admission: Free. Permits are required for special events and First Amendment activities.
Metro: Blue/Orange Lines, Smithsonian

Corcoran Gallery of Art
500 17th Street NW
Washington, DC 20006
202-639-1700
Admission: Admission is charged.
Metro: Blue/Orange Lines, Farragut West
<http://www.corcoran.org/>

DAR Museum
1776 D Street NW
Washington, DC 20006
202-628-1776
Admission: Free
Metro: Blue/Orange Lines, Farragut West
<http://www.dar.org/default.cfm/>

Decatur House Museum

748 Jackson Place NW
Washington, DC 20006
202-842-0920

Admission: Admission is charged.

Metro: Blue/Orange Lines, Farragut West
<http://www.decaturhouse.org/>

Folger Shakespeare Library

201 East Capitol Street SE
Washington, DC 20003
202-544-4600

Admission: Free; tours at 11:00 a.m.

Metro: Blue/Orange Lines, Capitol South
<http://www.folger.edu/>

Fort Ward Museum

4301 West Braddock Road
Alexandria, VA 22304
703-838-4848

Admission: Free

Metro: Yellow Line, King Street;
DASH bus A-T5
<http://oha.ci.alexandria.va.us/fortward/>

International Spy Museum

800 F Street NW
Washington, DC 20004
202-393-7798

Admission: Admission is charged.

Metro: Green/Yellow/Red Lines,
Gallery Place/Chinatown
<http://www.spymuseum.org/>

Library of Congress

1st Street & Independence Avenue SE
Washington, DC 20540
202-707-8000

Admission: Free

Metro: Blue/Orange Lines, Capitol South
<http://www.loc.gov/>

Lillian & Albert Small Jewish Museum

3rd & G Streets NW
Washington, DC 20001
202-789-0900

Admission: Free

Metro: Red Line, Judiciary Square
<http://www.loc.gov/rr/main/religion/jhw.html/>

Lyceum

201 South Washington Street
Alexandria, VA 22314
703-838-4994

Admission: Admission is charged.

Metro: Yellow Line, King Street
<http://oha.ci.alexandria.va.us/lyceum/>

Manassas Museum

9101 Prince William Street
Manassas, VA 22110
703-368-1873

Admission: Admission is charged.

<http://www.manassasmuseum.com/>

Marian Koshland Science Museum**The National Academies**

500 Fifth Street, NW
Washington, DC 20001
202-334-1201 or
toll-free 888-KOSHLAND (888-567-4526)

Admission: Admission is charged.

Metro: Green/Yellow/Red Lines,
Gallery Place/Chinatown
<http://www.koshland-science-museum.org/>

National Archives

700 Pennsylvania Avenue NW
Washington, DC 20408
866-325-7208

Admission: Free

Metro: Green/Yellow Lines, Archives
<http://www.archives.gov/>

National Archives at College Park

8601 Adelphi Road
College Park, MD 20740
301-713-6800
Admission: Free
http://www.archives.gov/facilities/md/archives2.html/

National Building Museum

401 F Street NW
Washington, DC 20001
202-272-2448
Admission: Free
Metro: Red Line, Judiciary Square
http://www.nbm.org/

National Gallery of Art

4th Street & Constitution Avenue NW
Washington, DC 20565
202-737-4215
Admission: Free
Metro: Red Line, Judiciary Square
http://www.nga.gov/

**National Geographic Museum
at Explorers Hall**

17th & M Streets NW
Washington, DC 20036
202-857-7588
Admission: Free
Metro: Red Line, Farragut North
http://www.nationalgeographic.com/museum/

National Museum of the American Indian

4th Street and Independence Avenue, SW
Washington, D.C. 20560
202-633-1000
Admission: Free
Metro: All lines except Red, L'Enfant Plaza
http://www.nmai.si.edu/

**National Museum of American
Jewish Military History**

1811 R Street NW
Washington, DC 20009
202-265-6280
Admission: Free
Metro: Red Line, Dupont Circle
http://www.nmajmh.org/

**National Museum of Health & Medicine
Walter Reed Medical Center**

6900 Georgia Avenue & Elder Street NW
Building 54
Washington, DC 20307
202-782-2200
Admission: Free
Metro: Red Line, Takoma
http://www.nmhm.washingtondc.museum/

National Museum of Women in the Arts

1250 New York Avenue NW
Washington, DC 20005
202-783-5000
Admission: Free
Metro: Blue/Orange/Red Lines, Metro Center
http://www.nmwa.org/

Octagon Museum

1799 New York Avenue NW
Washington, DC 20006
202-638-3221
Admission: Admission is charged.
Metro: Red Line, Farragut North
http://www.archfoundation.org/octagon/

The Phillips Collection

1600 21st Street NW
Washington, DC 20009
202-387-2151
Admission: Admission to the permanent collection is free during the week.
Metro: Red Line, Dupont Circle
http://www.phillipscollection.org/

Smithsonian • American Art Museum

8th & G Streets NW
Washington, DC 20013
202-357-2700

Comments: In the same building as the Portrait Gallery.

<http://americanart.si.edu/>

Smithsonian • Anacostia Museum

1901 Fort Place SE
Washington, DC 20013
202-357-2700

Comments: Has one of the city's finest collections of African American art.

Admission: By appointment only

Metro: Green Line, Anacostia, then W2 or W3 bus

<http://anacostia.si.edu/>

Smithsonian • Arthur M. Sackler Gallery

1050 Independence Avenue SW
Washington, DC 20013
202-357-2700

Admission: Free

Metro: Blue/Orange Lines, Smithsonian

Comments: Specializes in Asian art.

<http://www.asia.si.edu/>

Smithsonian • Arts & Industries Building

900 Jefferson Drive SW
Washington, DC 20013
202-357-2700

Closed for renovations

Metro: Blue/Orange Lines, Smithsonian

<http://www.si.edu/ai/>

Smithsonian • Freer Gallery of Art

12th Street & Jefferson Drive SW
Washington, DC 20013
202-357-2700

Admission: Free

Metro: Blue/Orange Lines, Smithsonian

Comments: This building, physically connected to the Sackler Gallery, specializes in Japanese artifacts.

<http://www.asia.si.edu/>

Smithsonian • Hirshhorn Museum & Sculpture Garden

7th Street & Independence Avenue SW
Washington, DC 20013
202-633-2773

Admission: Free

Metro: Blue/Orange Lines, Smithsonian

Comments: An impressive collection of sculpture, both classic and modern, plus contemporary art.

<http://hirshhorn.si.edu/>

Smithsonian • National Air & Space Museum

6th Street & Independence Avenue SW
Washington, DC 20013
202-357-2700

Admission: Free

Metro: Blue/Orange Lines, Smithsonian

Comments: Spaceships and aircraft plus an IMAX Theater.

<http://www.nasm.si.edu/>

Smithsonian • National Museum of African Art

950 Independence Avenue SW
Washington, DC 20013
202-633-4600

Admission: Free

Metro: Blue/Orange Lines, Smithsonian

Comments: Ancient African Art to 20th century artifacts.

<http://www.nmafa.si.edu/>

Smithsonian • National Museum of American History

14th Street & Constitution Avenue NW
Washington, DC 20013
202-633-1000

Closed for renovations

Metro: Blue/Orange Lines, Smithsonian

Comments: Items from 200 years of American existence. Railroad engines to computers to WWII and much more, including the art of each period.

<http://americanhistory.si.edu/>

Smithsonian • National Museum of Natural History
10th Street & Constitution Avenue NW
Washington, DC 20013
202-357-2700
Admission: Free
Metro: Blue/Orange Lines, Smithsonian
<http://www.mnh.si.edu/>

Smithsonian • National Portrait Gallery
8th & F Streets NW
Washington, DC 20013
202-275-1738
Comments: In the same building as the American Art Museum.
<http://www.npg.si.edu/>

Smithsonian • National Postal Museum
2 Massachusetts Avenue NE
Washington, DC 20013
202-633-5555
Admission: Free
Metro: Red Line, Union Station
Comments: Washington's first post office, now an active historic site providing exhibits, lectures, and special family events.
<http://www.npm.si.edu/>

Smithsonian • Renwick Gallery
17th Street & Pennsylvania Avenue NW
Washington, DC 20560
202-357-2700
Admission: Free
Metro: Red Line, Farragut North
Comments: A collection of Oriental and contemporary American art, crafts and artifacts.
<http://americanart.si.edu/renwick/>

Sumner School Museum & Archives
1201 17th Street NW
Washington, DC 20036
202-442-6060
Admission: Free
Metro: Red Line, Farragut North
<http://www.cr.nps.gov/nr/travel/wash/>

The Textile Museum
2320 S Street NW
Washington, DC 20008
202-667-0441
Admission: Free (suggested contribution of \$5)
Metro: Red Line, Dupont Circle
<http://www.textilemuseum.org/>

United States Holocaust Memorial Museum
100 Raoul Wallenberg Place SW
(14th Street & Independence Avenue)
Washington, DC 20024
202-488-0400
Admission: Free, but requires advance time-entry pass.
Metro: Blue/Orange Lines, Smithsonian
<http://www.ushmm.org/>

United States Navy Memorial
701 Pennsylvania Avenue NW
Suite 123
Washington, DC 20004
202-737-2300
Admission: Free
Metro: Green/Yellow Lines, Archives

Washington Metropolitan Area Activities

National/State Parks and Historic Sites

Ford's Theater National Historic Site

511 10th Street NW
Washington, DC 20004
202-347-4833 (Box Office)

Admission: Free. Admission to theatrical performances is by paid ticket only.

Comments: The theater where President Abraham Lincoln was shot and the house across the street where he died early the next day are preserved as Ford's Theater National Historic Site.

Metro: Blue/Orange/Red Lines, Metro Center, Green/Yellow/Red Lines, Gallery Place/Chinatown

Franklin Delano Roosevelt Memorial

1850 West Basin Drive SW
Washington, DC 20024
202-376-6704

Admission: Free

Metro: Blue/Orange Lines, Smithsonian

**Frederick Douglass National
Historic Site**

1411 W Street SE
Washington, DC 20020
202-426-5961

Admission: Admission is charged.

Comments: Frederick Douglass lived at Cedar Hill from 1877 until 1895. His fully restored Victorian home on the heights overlooking Anacostia offers a panoramic view of the U.S. Capitol, the Washington Monument, and the city of Washington.

Metro: Green Line, Anacostia;
B-5 bus (Mt. Rainier)

Great Falls Park

Potomac, Maryland
301-299-3613

Admission: Admission is charged.

Comments: About 15 miles from the Mall, at the end of MacArthur Boulevard, are the Great Falls of the Potomac. The restored 19th century tavern was an important stopping point on the C&O Canal and is now a museum. Woodland paths and picnic areas are further features of the park, which is also a good starting point for hiking or cycling along the towpath.

Great Falls Park, Virginia

9200 Old Dominion Drive
703-285-2965

Admission: Admission is charged.

Comments: Excellent views of the cascading Potomac. The park has a snack bar, restrooms, visitor center, picnic facilities, and hiking trails. Fishing is permitted, but swimming and wading are not.

Korean War Veterans Memorial

Independence Avenue at the
Lincoln Memorial
Washington, DC
202-619-7222

Admission: Free. Permits are required for special events and First Amendment activities.

Metro: Blue/Orange Lines, Foggy Bottom

Lincoln Memorial

West Potomac Park at 23rd Street NW
Washington, DC
202-426-6841

Metro: Blue/Orange Lines, Foggy Bottom

**Mary McLeod Bethune Council House
National Historic Site**

1318 Vermont Avenue NW
Washington, DC 20005
202-673-2402

Admission: Free

Metro: Blue/Orange Lines,
McPherson Square

Comments: The Site houses the Bethune Museum and Archives, Inc., and is dedicated to the collection, preservation, and interpretation of African American Women's history.

**National Aquarium in
Baltimore, Maryland**

Pier 3, 501 East Pratt Street
410-576-3800

Admission: Admission is charged.

Comments: Docked nearby is the lightship Chesapeake.

National Mall

Washington, DC

Admission: Free. Permits are required for special events and First Amendment activities.

Metro: Blue/Orange Lines, Smithsonian

Comments: The mall extends from the Capitol to the Washington Monument. Footpaths, bikeways, information and map kiosks, and refreshment stands adorn the mall. Bordering the Mall are the Department of Agriculture, the National Gallery of Art, and many of the Smithsonian Institution museums: Freer Gallery, Sackler Gallery, African Art, Arts and Industries, Hirshhorn Museum and Sculpture Garden, Air and Space, American History, and the central Smithsonian Institution building.

National Zoo

The Zoo is located in northwest Washington, DC, at 3001 Connecticut Avenue. It can be reached by:

Metro Red Line, Woodley Park/Zoo
or Cleveland Park

Bus L1 and L2 buses at the
Connecticut Avenue entrance;
H2 and H4 buses at Harvard Street.

Car Parking is very limited.
From May to September, lots may
be filled by 10:30 a.m.

Parking fee is calculated by the hour.

202-673-4800 General Information Recording

202-673-4717 Information Desk

202-673-4731 Zoo Park Police (In stormy
weather, call here to see if the zoo is open.)

Rock Creek Park

3545 Williamsburg Lane NW
Washington, DC 20008
202-895-6000

Admission: Free. Rock Creek Horse Centre on Glover Road offers horse rentals and riding instruction. There is an 18-hole golf course with golf cart and club rental at 16th and Rittenhouse Streets. Reservations are required for the tennis courts.

Comments: Established in 1890, Rock Creek Park offers 29 miles of hiking trails, 11 miles of bridle trails, horse rentals, tennis courts, athletic fields, and dozens of picnic areas. The Rock Creek Nature Center gives guided nature walks daily and has nature exhibits and planetarium shows. Demonstrations at Pierce Mill illustrate the working of a 19th century gristmill. Tours are given of the Old Stone House, the oldest dwelling in Washington.

**Sewall–Belmont House
National Historic Site**

144 Constitution Avenue NE
Washington, DC 20002
202-546-3989

Admission: Free

Metro: Red Line, Union Station

Shenandoah National Park, Virginia

80 miles southwest of Washington
via I-66 and US 340 or via I-66
and US 211

540-999-2243

Admission: Admission is charged.

Comments: Skyline Drive threads for 105 miles through the Blue Ridge Mountains. The park has campgrounds, mountain cottages, lodges, fishing, horse rentals, picnic spots, 94 miles of the Appalachian Trail, and 200 miles of park trails.

Theodore Roosevelt Island

Washington, DC
703-289-2500

Metro: Blue/Orange Lines, Rosslyn
The parking area is accessible from the northbound lane of the George Washington Memorial Parkway on the Virginia side of the Potomac River. A footbridge connects the island to the Virginia shore. The island is also accessible to pedestrians via the Metro station at Rosslyn and a 20-minute walk following city streets to the Key Bridge, where the Mount Vernon Trail begins. Follow the trail to the island entrance.

Admission: Free. Fishing permits are required for persons older than 16. Vehicles are not permitted on the island.

Thomas Jefferson Memorial

Tidal Basin, South End
15th Street SW
Washington, DC
202-426-6841

Admission: Free. Permits are required for special events and First Amendment activities.

Vietnam Veterans Memorial

Constitution Avenue & Henry Bacon Drive NW
Washington, DC 20001
202-634-1568

Admission: Free. Permits are required for special events and First Amendment activities.

Metro: Blue/Orange Lines, Foggy Bottom
Comments: The Memorial also includes the Three Servicemen Statue and the Vietnam Women’s Memorial.

Washington Monument

Constitution Avenue at 15th Street NW
Washington, DC 20001

(Inclined pathways lead from the parking lot and 15th Street to the entrance and elevator.)
202-426-6841

Comments: An elevator takes visitors to the 500-foot level. Return is by elevator as well. If you wish to walk down the 898 steps, you must make arrangements beforehand with the staff.

White House

1600 Pennsylvania Avenue NW
Washington, DC 20500
202-456-7041

Tours of the White House Executive Residence are available for groups of 10 or more. Requests must be submitted to your Member of Congress. Visit <http://www.whitehouse.gov/history/tours/> or call the number above for updates.

Calendar of Events

May 2007

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
	11:00 am–1:00 pm Bldg. 2/Room 5W25 Summer Research Program Orientation	1:00 pm–4:00 pm Lipsett Amphitheater Lab Safety at the NIH	2:00 pm–3:00 pm Bldg. 10/Library Information Desk Library Orientation	9:00 am–12:00 pm Bldg. 21/Room 237 Radiation Safety in the Lab 10:00 am–12:00 pm Lipsett Amphitheater Working Safely with HIV and Other Bloodborne Pathogens	8:30 am–11:00 am Bldg. 49/Room 2A46 Hands On Animal: Mouse/Rat	
27	28	29	30	31		
	MEMORIAL DAY		2:00 pm–3:00 pm Bldg. 10/Library Information Desk Library Orientation			

June 2007

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
	1:00 pm–2:30 pm Wilson Hall (third floor, Bldg. 1) Summer Research Program Orientation	9:00 am–12:00 pm Masur Auditorium Radiation Safety in the Lab 1:00 pm–4:00 pm Masur Auditorium Lab Safety at the NIH	2:00 pm–3:00 pm Bldg. 10/Library Information Desk Library Orientation	10:00 am–12:00 pm Lipsett Amphitheater Working Safely with HIV and Other Bloodborne Pathogens		
10	11	12	13	14	15	16
	11:00 am–1:00 pm Wilson Hall (third floor, Bldg. 1) Summer Research Program Orientation	9:00 am–12:00 pm Masur Auditorium Radiation Safety in the Lab 12:00 pm–1:00 pm Lipsett Amphitheater SLS: 80 Years of Immunology: Where We Came From, Where We're At, and Where We're Going 1:00 pm–4:00 pm Masur Auditorium Lab Safety at the NIH	2:00 pm–3:00 pm Bldg. 10/Library Information Desk Library Orientation	11:30 am–1:00 pm Bldg. 50/Room 1227 How to Succeed in Science 1:00 pm–3:00 pm Masur Auditorium Working Safely with HIV and Other Bloodborne Pathogens 1:00 pm–4:00 pm Bldg. 50/Room 1227 Preparing for the MCAT Part 1	8:30 am–11:00 am Bldg. 49/Room 2A46 Hands On Animal: Mouse Only	
17	18	19	20	21	22	23
	9:00 am–10:30 am Bldg. 50/ Lobby level conference room Guidelines for Animal Users 11:00 am–1:00 pm Wilson Hall (third floor, Bldg. 1) Summer Research Program Orientation	12:00 pm–1:00 pm Lipsett Amphitheater SLS: Chromatin: Going Beyond DNA to Regulate the Actions of Steroid Hormones	2:00 pm–3:00 pm Bldg. 10, Library Information Desk Library Orientation	11:30 am–1:00 pm Bldg. 50/Room 1227 How to Read a Scientific Paper 1:00 pm–4:00 pm Bldg. 50/Room 1227 Preparing for the MCAT Part 2		
24	25	26	27	28	29	30
		12:00 pm–1:00 pm Lipsett Amphitheater SLS: New Horizons in Pain Control	2:00 pm–3:00 pm Bldg. 10, Library Information Desk Library Orientation	11:30 am–1:00 pm Bldg. 50/Room 1227 Getting to Graduate School Part 1 1:00 pm–4:00 pm Bldg. 50/Room 1227 Preparing for the GRE		

* Preplacement Medical Evaluations offered May 14 to 18 (8:00–11:00 am); May 21 to July 6 (8:00–11:00 am) and (1:00–3:30 pm)

* "Learn-by-doing" Lab Safety Training offered every Tuesday, Wednesday, and Thursday from June 5 through August 2 (9:00 am–12:00 pm) and (2:00–5:00 pm) and May 23, May 30, and August 8 (9:00 am–12:00 pm)

* SLS = Summer Lecture Series

July 2007

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	INDEPENDENCE DAY 4	5	6 5:00 pm Summer Poster Day Registration Deadline	7
8	9	10 9:00 am–12:00 pm Masur Auditorium Radiation Safety in the Lab 12:00 pm–1:00 pm Lipsett Amphitheater SLS: How Would You Model the Symptoms of Autism in Mice 1:00 pm–4:00 pm Masur Auditorium Lab Safety at the NIH 1:30 pm–3:00 pm Bldg. 10/Room 2C116 GME, ILRP, & CEP Workshop	11 2:00 pm–3:00 pm Bldg. 10, Library Information Desk Library Orientation 7:00 pm Silver Theatre Science in the Cinema	12 9:00 am–11:00 am Lipsett Amphitheater Working Safely with HIV and Other Bloodborne Pathogens 11:30 am–1:00 pm Bldg. 50/Room 1227 Creating and Presenting a Poster 1:00 pm–2:30 pm Bldg. 50/Room 1227 Special Lunchtime Lecture: Coming Back to the NIH	13 8:30 am–11:00 am Bldg. 49/Room 2A46 Hands On Animal: Mouse/Rat	14
15	16 9:00 am–10:30 am Bldg. 50/ Lobby level conference room Guidelines for Animal Users	17 9:00 am–12:00 pm Masur Auditorium Radiation Safety in the Lab 12:00 pm–1:00 pm Lipsett Amphitheater SLS: A Multidisciplinary Approach to Understanding the Role of Vector Proteins in Pathogen Transmission 1:00 pm–4:00 pm Masur Auditorium Lab Safety at the NIH	18 12:00 pm–1:00 pm Bldg. 60 HHMI & CRTP Workshop 2:00 pm–5:00 pm Bldg. 2/Room 2W15 Poster Viewing 7:00 pm Silver Theatre Science in the Cinema	19 9:00 am–11:00 am Masur Auditorium Working Safely with HIV and Other Bloodborne Pathogens 11:30 am–1:00 pm Bldg. 50/Room 1227 Getting to Graduate School Part 2	20 9:00 am–5:30 pm Bldg. 2/Room 2W15 Poster Viewing	21
22	23	24 12:00 pm–1:00 pm Lipsett Amphitheater SLS: Obesity: How Can We Balance the Energy Equation?	25 7:00 pm Silver Theatre Science in the Cinema	26 11:30 am–1:00 pm Bldg. 50/Room 1227 Getting to Graduation School Part 3	27	28
29	30 1:00 pm–5:00 pm Gerontology Research Center Lobby, Baltimore NIA/NIDA Student Poster Session	31 3:00 pm–5:00 pm Natcher Conference Center, Lower Level (Bldg. 45) Poster Day 2007 Registration				

August 2007

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Natcher Conference Center (Bldg. 45) Summer Poster Day 3:00 pm–5:00 pm Natcher Conference Center, Lower Level (Bldg. 45) NICHD Summer Program Poster Presentations 7:00 pm Silver Theatre Science in the Cinema	2 9:00 am–12:00 pm Bldg. 21/Room 237 Radiation Safety in the Lab	3	4
5	6	7 9:00 am–12:00 pm Lipsett Amphitheater Lab Safety at the NIH	8 7:00 pm Silver Theatre Science in the Cinema	9 1:00 pm–3:00 pm Lipsett Amphitheater Working Safely with HIV and Other Bloodborne Pathogens	10	11
12	13	14	15 7:00 pm Silver Theatre Science in the Cinema	16	17	18
19	20	21 9:00 am–12:00 pm Lipsett Amphitheater Lab Safety at the NIH	22	23 10:00 am–12:00 pm Lipsett Amphitheater Working Safely with HIV and Other Bloodborne Pathogens	24	25
26	27	28	29	30	31	

www.training.nih.gov