SEN's Project Management Services

Workflows
Working with you, we can deconstruct large projects, such as publishing a manuscript, into a list of more manageable tasks assigned to you, SEN, and members of your team. These optimized workflows can be recycled, in a flexible way, from project to project. SEN generally does not consult on scientific or experimental direction.

Project management tools
SEN can identify software applications for your lab that
    Fit nicely with tools you already use
    Reduce time spent tracking down loose ends
    Track who is responsible for each task, and by what deadline

Using the tools identified, your SEN Project Manager can maintain the list of projects and communicate with lab members to ensure that tasks are met on deadline.

Funding
SEN will survey funding opportunities for you using your institution's internal resources, Pivot, Grantforward, and agency (e.g. NIH) websites. You and your SEN Project Manager can create a grant application timeline, and she will correspond with you and your lab members to keep the writing and data collection on track for each application. Of course, SEN also writes and edits grant applications.

People
Forward your postdoctoral and student applicant emails to your SEN Project Manager, and she will research the applicants according to your instructions and provide summary recommendations. When new members join the group, they can meet with your SEN Project Manager for a basic orientation to your lab's workflows and project management tools.