How to do research in Ikeda Lab （2024）

Dept. of Informatics, Kyushu Univ.
IKEDA, Daisuke
ikeda.daisuke.899@m.kyushu-u.ac.jp
http://ikeike.i.kyushu-u.ac.jp/ikeike
http://tiny.cc/otdekz （shortened link）

Ground rules (recommendation)

Use a schedule book (offline)

- Our lab also uses Google Calendar

Do some reaction to the action

- e.g., reply to emails, upload meeting minutes for meetings
- After your presentation, make minutes including comments and questions for the presentation.

Use a research notebook (offline)

- recommend using research notebooks
- write down anything about your research, including (part of) experimental results, memorandum of ideas, search keywords, titles of books/papers you read
- one-stop center for your research

My Intention behind the ground rules

Visualize and manage your time.
- Set your own "deadline" and complete tasks by that time
- Keep a schedule book with your schedule and accomplishments.

Visualize "intentions" that are difficult to see.
- By sharing your intentions, you will receive feedback.
- You can also look back and see what you did.

Visualize your trial/errors to motivate yourself
- Even when you don't get results, make the process and progress visible.
- You may find inventions and discoveries that come from previous ideas and failures!

visualize something that difficult to see

Research kits

laptop computer (MacBook Pro)
- Desktop PCs and monitors will be provided as needed.

Research lab note
- one-stop space about your research
- write down your progress, and glue/tape experimental results and notes.

Pipe type files
- stock papers you read or print out of experimental results
- you can save corrected papers.

Opportunities we provide (Weekly schedule)

Online Office Hours
– after checking your afternoon schedule, chatting from 12:00 to 12:30 on weekdays
– on Wednesday (not fixed yet), office hours with only students
– on Thursday, report your weekly progress

Seminar (hybrid)
– 13:00 to 14:30 on Friday (not fixed yet)
– share your experimental results, explain some papers you've recently read
– check attendance for credits of grad. school
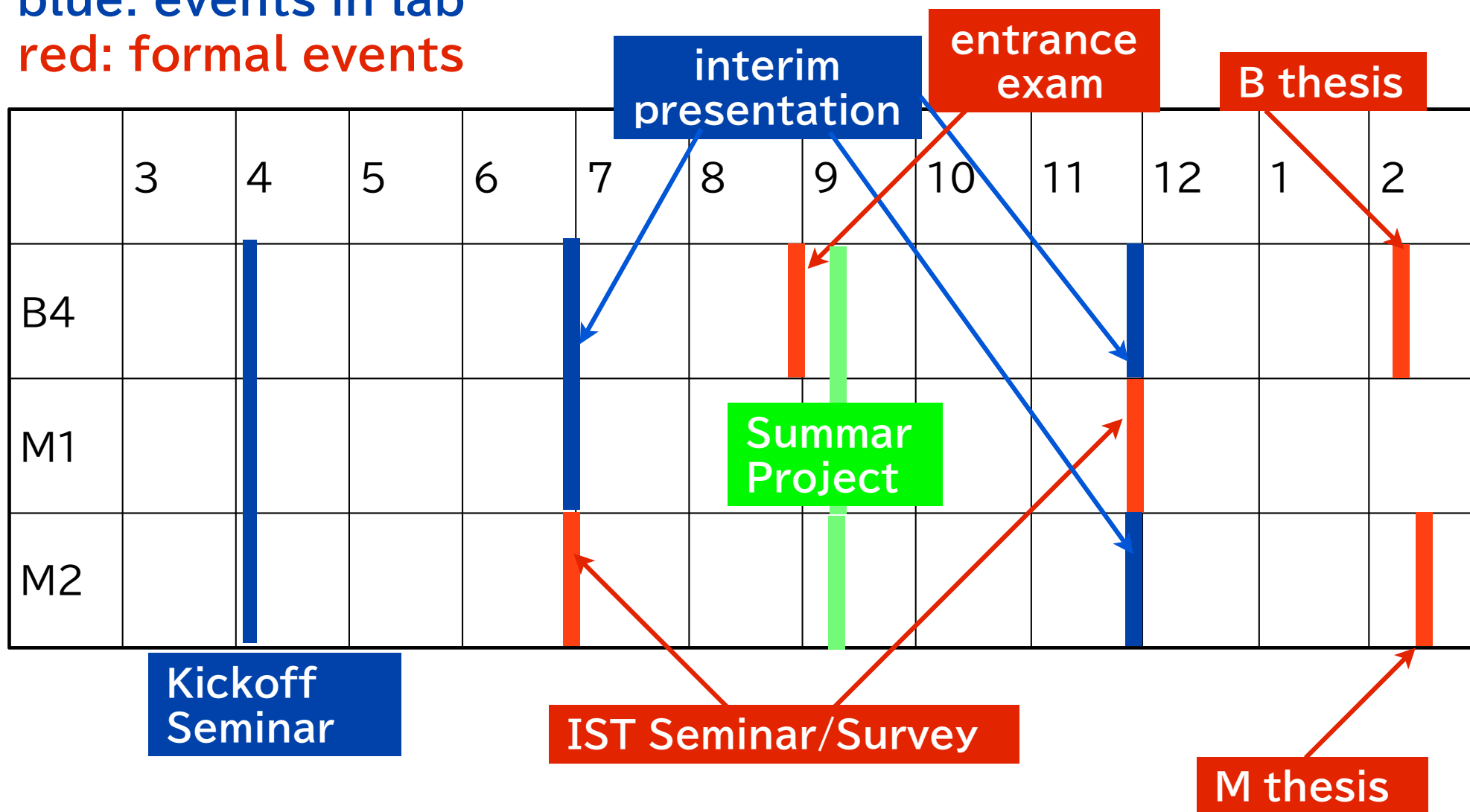
Personal Meetings

Other seminars
– you can organize a seminar if necessary

no need to notify of absence

Yearly Schedule

blue: events in lab
red: formal events

	3	4	5	6	7	8	9	10	11	12	1	2
B4												
M1												
M2												

interim presentation

entrance exam

B thesis

Summar Project

Kickoff Seminar

IST Seminar/Survey

M thesis

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Information Sharing Tools

Slack
- chat tool for flow information, which we use daily
- we use huddle meetings on Slack for small meetings

Scrapbox (Google account required)
- for stock information
- e.g., information for new members, like settings for WiFi and printers

Google calendar

Microsoft Teams
- seminar or presentation online
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