

## MASTER LIST

1. Measure *your* progress - will it lead where *you* want to go?
  - a. Monitor and adjust
  - b. Know when to cut your losses
  - c. **FOCUS™** on the important things
2. Consider work-life balance
  - a. Time management
  - b. Take care of yourself
3. Publish papers
  - a. Focus on first author papers
  - b. Just Do It ✓ ©
4. Promote yourself
  - a. Give (good) talks
  - b. Go to conferences
    - i. Be social when you go (and don't be a jerk)
  - c. Network
5. Read the literature
  - a. Astro-ph every day
  - b. Keep up with the current topics in your specialty
6. Keep an open mind with respect to positions inside/outside academia
  - a. Follow your passion, even if it changes
  - b. Monitor up-and-coming fields
7. Write proposals
  - a. Helps make better science cases
  - b. Observing proposals and grants/fellowships
8. Collaborate with people
  - a. Don't be afraid to seek advice/ask questions
  - b. Don't be a jerk
9. Get involved with things outside research
  - a. Teaching, outreach
10. Have strategic side projects
  - a. Keep in moderation