

*Last Updated: September 2020*

## General Advice

1. **Learn to manage your time.** Use tools like Harvest to better manage your limited time. Unlike in year 1, you now have to not only earn good grades in your coursework (which matter for the second-year review) but also get into the habit of experimenting with potential research ideas.
2. **Maintain broad interests.** Coming up with ideas is the hardest part of the research process, and it is easier if you have broad interests. Take advantage of the diversity of interests within your PhD cohort – not only finance but also economics, accounting, marketing, and operations – to bounce off preliminary ideas and substantiate promising ones.

## Coursework

1. **Set up a system for reading papers.** It is generally a good idea to keep a single repository of papers. I recommend either Mendeley or Zotero.
2. **Set up a system for keeping track of seminars.** The questions raised in faculty seminars are valuable feedback not only for the presenter but also for the spectators. Use note-taking tools of your choice to keep track of seminars and any important comments raised throughout.
3. **Use each lecture as an opportunity to narrow down your interests.** Each lecture is centered around canonical papers in the literature, designed to highlight both their contributions and their limits. Use the lecture to ask if you like the topic and the methodology used in the literature.

## Second-Year Paper

1. **Use lectures and office hours to pitch preliminary ideas.** Lectures and office hours are the perfect venue for getting access to the faculty's undivided attention. Use them to pitch preliminary ideas that stem from the lectures.
2. **Consult your advisors regularly.** A meeting to discuss progress every two weeks is a good frequency. With two advisors, this means you will meet with at least one of them every week. Each brings new insights and comments that translate into additional to-do items.
3. **Write your manuscript as your project progresses.** It is tempting to delegate the writing of your manuscript to after the main results have been completed. I first recommend writing an early draft of the introduction and the literature review. In addition, use your manuscript (and its appendix) to put the details of your progress in one place.
4. **Practice pitching your project to your cohort.** Set up a time to practice pitching your paper to your classmates as a preparation for the presentation requirement. It is one of the safest spaces you will find when it comes to discussing research.