

Carolyn & Norwood Thomas Undergraduate Research and Creativity Expo

Abstract Submission Instructions

Please have the following information ready **before** you begin to submit your abstract:

- 1) Student Name
- 2) Email address
- 3) Banner ID
- 4) Phone Number
- 5) Class Standing (Freshman, Sophomore, Junior, Senior, Post-Bac)
- 6) Major
- 7) Faculty Mentor's name
- 8) Faculty Mentor's university email address
- 9) Faculty Mentor's Academic Department

***You may submit info about a 2nd faculty mentor (if applicable)**

- 10) Co-Presenter(s) info (if applicable):

- a. Name
- b. Email address
- c. Class Standing
- d. Major

***You may submit info for up to 3 co-presenters**

- 11) Category of your work (pick one):

- a. Business, Economic, Education, Behavioral and Social Sciences
- b. Exhibit (Visual Arts)
- c. Humanities
- d. Mathematics, Life and Physical Sciences
- e. Music, Theatre, and Dance (Performing Arts)

- 12) Title of Presentation

- 13) Abstract - Word Document and 200 words maximum limit. Please use either Arial or Times New Roman 12pt. font with single spacing. **Name your abstract file with your last name, followed by your first name. Example: "LastName_FirstName_Abstract.doc"**

- 14) Presentation Type (pick one):

- a. **Poster-** Maximum size = 36 x 48 inches Note: There are no wall outlets available for Poster Presentations. A display board and push pins for hanging your poster will be provided. If you would like the URSCO to print your poster, please submit the "Poster Print Request Form" on the website.
- b. **Art Exhibit-** Designed for the visual arts and will be displayed with the posters. Space is limited and all exhibits must be scaled appropriately (48" wide x 36" high). Entries can

include visual or written works, such as art pieces, architectural models, built structures, sculpture, etc. Entries in this category will be pre-juried. All exhibits should be set up at the beginning of the Expo and presenters should remain with their exhibit at least until 12pm in order to interact with the judges. To interact with ALL visitors during the Expo, it is best to stay for the duration of the event, which is from 9am-4pm.

- c. **Performance-** Designed for the performing arts majors. Limited to 10 minutes and please allow 2-3 minutes for questions. Entries in this category will be pre-juried.

15) Type of financial support (if any) received for the research/creative scholarship project.