

Undergraduate Research and Poster Symposium

Student Information

April 11, 2017

Thank you for participating in the 2017 Undergraduate Research and Poster Symposium! Please read these instructions and look over the enclosed materials carefully.

Schedule for the Afternoon

12:00-1:00	Students check in and set up the posters
1:00-3:30	Judging
3:30 – 4:00	Poster Viewing (tabulation of scores)
4:00 (approx.)	Awards ceremony
5:00 (approx.)	Event over; take down posters

Posters

Posters should be no larger than 56 inches by 42 inches. Please review the information on the Undergraduate Research web site under Attend the Symposium -- Poster Design & Presentation (<http://www.purdue.edu/research/Ugrad/showcase.php>) for guidelines about format and content for your poster.

Setting Up

Please affix your poster to the assigned board. Your board is identified by number. You have the entire board side to display your poster. There will be a poster on the other side of the board.

Absent

We expect you to be present as much as possible during the scheduled judging time. We will attempt to work with any scheduling constraints you provided in your on-line application. If you need to leave for a few minutes, please indicate the time of your return on the postcard in your packet and post it at eye level on the left side of your board. That way, if a judge misses you, he/she will know when to return. We do hope that you'll take the opportunity to look at other posters periodically when not being judged.

Food

Refreshments will be available throughout the afternoon.

Awards Ceremony

The awards ceremony will take place immediately after judging results are tallied. The time listed in the agenda is approximate.

Peoples' Choice Awards -- All attendees (including student presenters) will have the opportunity to vote for their favorite poster this year with awards being given to the posters receiving the most votes.

Poster Takedown

Please leave your poster in place until after the Awards Ceremony. We will want to get photos of some of the award-winning posters. After the ceremony please take down your poster and bring the push pins to the check-in table.

Problems Throughout the Day

If there are any problems at any point during the day, please go to the check-in table. The personnel there will be able to direct you to resources.

Again, thank you for participating! We are excited about the event and are delighted to have such a variety of exhibits. We hope that you enjoy the day.

Enclosures:

Note card: To leave a note for judges (if you need to step away from your poster, let the judge know when you will return).

Judging criteria sheet

Nametag

Participation Certificate