

Instructions for Abstract Submission

1. After preparing your abstract manuscript. Please go to the GRS-2016 submission page <https://easychair.org/conferences/?conf=grs2016>
2. You will be directed to the EasyChair log-in page for the Graduate Research Symposium.
3. An account is required to register your abstract. If you do not have an Easy Chair account, click “create an account” and follow the EasyChair instructions to create a new account. You will get a confirmation email.
4. Once you have confirmed your account, please log in back to the GRS-2016 submission page.
5. Click “**New Submission**” located at the top right of the page. If the “New Submission” link is not visible, you may need to sign the terms of service first. Please click the “**Submissions**” tab, sign the terms of service when you asked to, and then click the link “**Add a new submission**”.
6. Begin the “Title, Abstract, and Other Information” section of the submission.
 - a. Complete **Title** box with the title of your paper or poster presentation.
 - b. Copy and paste a full informative abstract (up to 500 words) in the **Abstract** field.
 - c. Identify 3 **Keywords** - one word per line.
 - d. Under **Topics** select one **Method of Presentation**: either *poster* OR *paper*
 - e. Under **Topics** select one **Research Category** that best describes your research – “*Computer Science or Mathematics*”, “*Engineering*”, “*Humanities, Education, or Arts*”, “*Physical and Natural Sciences*”, OR “*Public Health, Social Sciences, or Business*”.
 - f. Under **Uploads** attach a condensed **Press Paragraph** (no more than 200 words) in PDF format. This is a condensed version of your abstract that will be published in the program book in the case that your abstract is accepted.
 - g. Click **Submit**. Do not click it more than once. Only one submission per author.
 - h. You will receive a confirmation email once you have submitted.
7. You may resubmit, edit, or withdraw your participation until the abstract submission deadline of February 5, 2016.

Thanks for your interest!