

CampusGroups – Accessing Booth

Student Research Conference (SRC) 2022

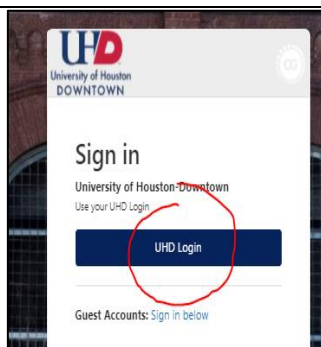
Presenters will set up a virtual “booth” to present their poster. Attendees are able to visit booths throughout session, moving freely from one booth to another. Following are steps on how to access your booth and the items required to set up your booth.

Log in

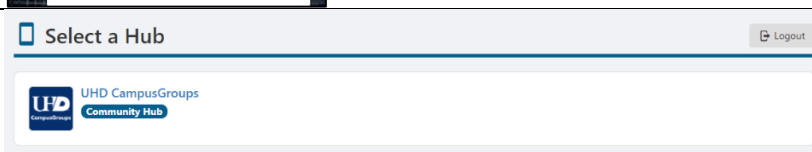
Log-in:

https://uhd.campusgroups.com/login_only

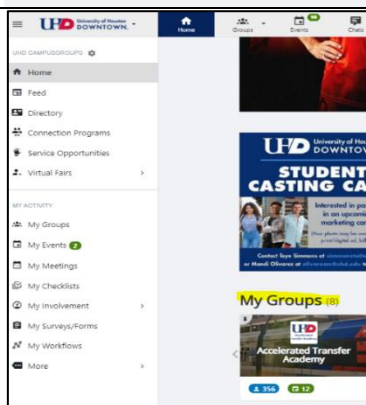
Log in using UHD credentials under “UHD Login.”



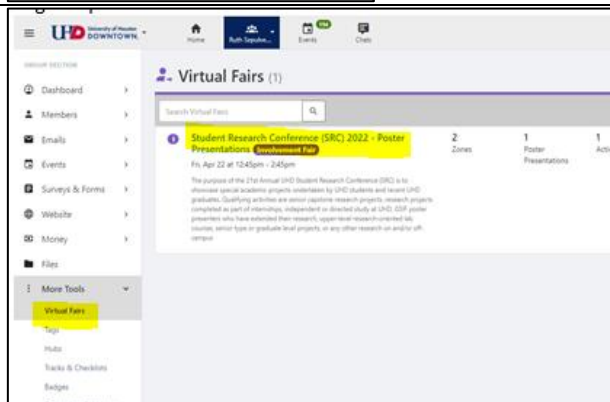
Click on “Community Hub” button.



Scroll down to “My Groups” and click on your group.



In the left margin, click on “More Tools” and “Virtual Fair.” Then, click on the click on the Fair name – “Student Research Conference...”



Click on “Booth Settings” button to set up booth.



Required Booth Settings

Student Research Conference (SRC) 2022

Following are required fields when setting up booth. All other fields are set at default or not required and left blank; please do not alter any fields not listed below.

BASIC SETTINGS

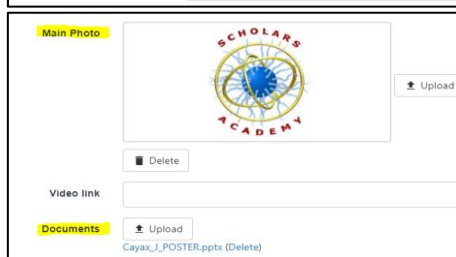
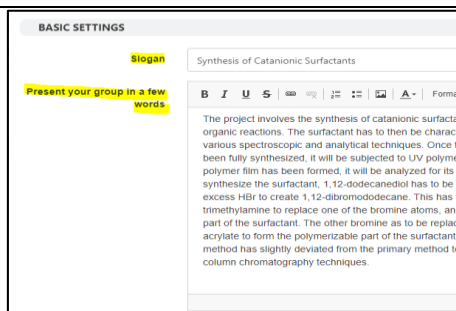
Slogan – poster title

Present your group in a few words – cut/paste abstract content

Main Photo – upload Scholars Academy logo. Found on Scholars Academy page:

<https://www.uhd.edu/academics/sciences/scholars/Pages/scholars-logos.aspx>

Documents – upload PowerPoint presentation, i.e., poster. On the day of the event, enter Zoom meeting (see ...*Conferencing* section below), share screen, and have PowerPoint and presenter(s) visible. As visitors enter booth, present your poster and answer any questions. Engage your visitors: welcome them, briefly summarize your research, ask if there are any questions, etc., mirroring an in-person experience.

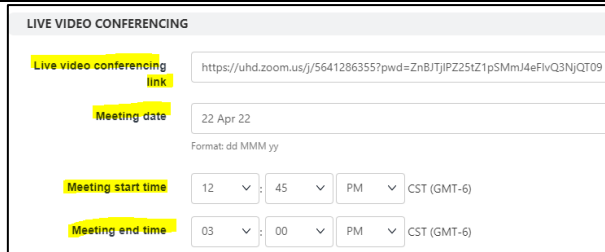


LIVE VIDEO CONFERENCING

Live video conferencing link – create a Zoom meeting and add link. Ensure passcode is embedded in link; to embed passcode, click on *Settings* and turn on *Embed passcode in invite link for one-click join* option.

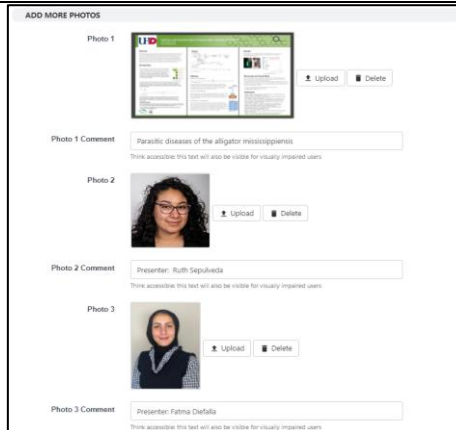
Meeting date – enter date of SRC

Meeting start time & meeting end time – enter times indicated, 12:45 PM – 3:00 PM. Scholars Academy staff assigns poster session timeframe as the event nears. Once time is confirmed, update meeting times.



ADD MORE PHOTOS

Convert PowerPoint presentation to JPEG and upload photo. Upload professional headshots of all presenters. Under “Photo..Comment,” identify presenter by entering “Presenter: (name of presenter).” Example follows.



Here is an example of how your booth will look like:

