GUIDELINES

22ND ANNUAL
STUDENT RESEARCH CONFERENCE
Friday, April 14, 2023

University of Houston-Downtown (UHD)
IN-PERSON
8:00 AM – 3:30 PM

Purpose: The purpose of the **22nd Annual UHD Student Research Conference** (SRC) is to showcase special academic projects undertaken by UHD students and recent UHD graduates. **Qualifying activities** are senior capstone research projects, research projects completed as part of internships, independent or directed study at UHD, GSIF poster presenters who have extended their research, upper-level research-oriented lab courses, senior type or graduate level projects, or any other research on and/or off-campus. Due to recent COVID-19 restrictions, projects which are conceptual as approved by a faculty sponsor will be accepted as well. The conference is organized and sponsored by the UHD Scholars Academy with funding from The Brown Foundation, Inc., the DOED MSEIP 2019 grant award (P120A190069)*,* the 2022 DOED grant award (P120A220015), and UHD. For additional information and programs from previous SRC events, visit https://www.uhd.edu/scholars.

Targeted Participants: Any UHD student or team of students or recent UHD graduate who has/have completed a research/creative/conceptual activity-type project associated with independent or directed study, upper-level research courses, senior-type or graduate level activities, internships, or any other form of research/creative/conceptual activity on and/or off-campus. The scope of this conference is broad, and we invite participation by students from **all academic areas at UHD – both undergraduate and graduate**:

- **Posters/PowerPoints on research, academic creative activities, capstone projects, conceptual projects**
- **Posters/PowerPoints on corporate/ teaching internships or interdisciplinary applications**
- **Selected student oral presentations with PowerPoint** (8 min., with 2-3 min. for questions).

Recognition of Participation: This conference is non-competitive. Participants will receive a copy of the proceedings, a special SRC memento, and an important experience to include in their cv/resumes. Abstracts included in the proceedings may be listed as a presentation.

Abstracts: Abstracts must not be more than 200 words. Ideally, the abstract should include the objective(s), problem, overview, and an interesting/enticing summary to catch a reader's interest. Accepted abstracts will be listed online in the SRC conference proceedings and may be listed by the student as a presentation. Abstracts that are poorly written will not be accepted. The faculty sponsor should agree to review and support their student's abstract and poster entrance to the SRC before online submission.

SRC Program Schedule for April 14, 2023

Time	Event	Location
8:00 AM	Registration and Continental Breakfast	Mural Area
8:30 AM	Introductory Remarks - Executive Director, Dr. Mary Jo Parker Recognition of the 2023 SRC Co-Chairs & Committee members Recognition of any Special Guests	Auditorium
9:00 AM	Introduction UHD President Dr. Loren Blanchard; Provost Dr. Deborah Bordelon (TBD)	
9:15 AM	Introduction of STEM Keynote - TBD	
9:20 AM	STEM Keynote Address - TBD	
9:45 AM	Oral Presentations Begin	
11:30 AM	Lunch	Skyline Lounge
1:00 PM	Poster Sessions Begin	A300
1:00 PM	Session I	
2:30 PM	Session II	
3:30 PM	2023 Student Research Conference closes	

Community Invitees: UHD community; Greater Houston Area corporate and academic community; undergraduates from other Houston campuses; and teachers/administrators from local high schools.

Property: All posters/other presentation types produced will become the property of UHD, unless other arrangements are made due to scheduled presentations of the poster elsewhere. Printed posters will be available for the Faculty Sponsors/Faculty Depts. at a future date to be on regular display in the areas of the participating departments. Faculty must approve and sign Poster Approval Form for all printing requests.

Photographs/Publications: Photographs/videos of participant area taken during presentations and throughout the event. These photographs/videos, abstracts, posters and release of information deemed necessary for publications may be used in associated UHD promotional media. Please submit with the SRC application, media release form - *Authorization For Use of Image, Voice, Performance, Artwork or Likeness.*

Application Submission Deadlines: All participants (poster and oral) must submit an online application and upload the Entry Form (found within the SRC Conference Guidelines) signed by their Faculty Sponsor; signature of the academic department chairperson is optional (department determines if required). Additionally, an electronic abstract as a MS Word document is required by the following deadlines:

SRC Application Deadlines

SRC Guidelines available to UHD community	**Thursday, December 15, 2022** **Monday, January 23, 2023**
Oral Application deadline* (Oral applications not accepted after this date)	**Monday, March 20, 2023**
SRC Online Application Submission URL: https://uhd.qualtrics.com/jfe/form/SV_4SdlyApSIXPLjLM 	
*All applications MUST include electronic abstract in MS Word format. UHD media release form MUST be uploaded.	

Oral Presenters
If selected as an oral presenter, the student must present both orally **and** present a poster.

Date	Action Items
Monday, March 20, 2023	Complete SRC Application online including signed approval form
March 27-30, 2023	Participate in a mandatory, videotaped audition held in-person with Scholars Academy (SA). Auditions will be 8 minutes in length and include a PowerPoint presentation visual. Sign-up is via Teams and SA Program Coordinator will notify applicants and grant access to sign-up.
March 31- April 3, 2023	SRC Committee reviews oral auditions and submits rankings.
April 4, 2023 **April 5-7, 2023**	Oral presenters notified of acceptance by email. If not accepted to present orally, the student is still expected to present a poster. Schedule a mandatory oral presentation consultation via Teams. Consultations are an hour in length, scheduled with Dr. Veeramoothoo and available in-person and virtually.
April 12-13, 2023	Attend mandatory oral presentation dry runs held by appointment with Dr. Veeramoothoo; all dry runs held in Robertson Auditorium, Academic Building.
April 14, 2023	SRC Oral Presentations follow Keynote Speaker.

Poster Presenters

Date	Action Items
December 15, 2022	SRC Guidelines available
Wednesday, March 22, 2023	Final Deadline: Complete SRC Application online including signed approval form. (This is the absolute final date for submission of poster applications only)
March 27, 2023	Poster presenters/Faculty Sponsor notified of acceptance via email
Recorded SRC Workshops	SRC Poster Video Workshop- Dr. Lisa Morano SRC Poster Video Workshop –Dr. Shahnjayla Connors https://www.uhd.edu/academics/sciences/scholars/Pages/scholars-src.aspx **Live SRC Poster Workshops** Dr. Shahnjayla Connors: Thursday, March 2, 2023, 4 PM, A629 Dr. Katherine Shoemaker: Wednesday March 8, 2023, 2:30 PM, A629
March 31, 2023	Submit poster/other type file in electronic format at: https://uhd.qualtrics.com/jfe/form/SV_73yXGNqsF9bGBSe Poster/Other type files/Approval Forms for Faculty Sponsor and Department Chair signatures are available at: https://www.uhd.edu/academics/sciences/scholars/Pages/scholars-src.aspx. Faculty must approve and sign Poster Approval Form for all printing requests. If you intend to use a poster/other file used for a different 2022-2023 conference, email the SA Program Coordinator, Mercedes Gonzales, with the information at gonzalesmer@uhd.edu SA SRC PowerPoint template file required for use in creating poster file; 1-slide file found at: https://www.uhd.edu/academics/sciences/scholars/Pages/scholars-src.aspx; Other poster template files not allowed.
April 14, 2023	**SRC 2023**
*All applications MUST include electronic abstract in MS Word format	

Acknowledgment of Assistance, Sponsorship, and Resources: Research mentors of these projects (or those acting as on-campus surrogates) will mentor participants during the preparation of their posters and presentations if selected as an oral presenter. Participants must list/recognize all acknowledgements on their poster; this includes any assistance of individuals and/or organizations/ agencies that worked on the research or sponsored the project. Proper citations (software, images, resources, etc.) as well as proper acknowledgment of co-authorships and funding support should also **be included on the poster**. This includes funding agency logo (to be provided by sponsoring faculty or at SA website)

Entry Forms follow:
Individual Project Entry Form
Team Project Entry Form
Sample Undergraduate Abstracts
Poster Approval Form 2023
Authorization for Use of Image, Voice, Performance, Artwork or Likeness (media release form)

Sponsored by the UHD Scholars Academy.
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