

# SUBMITTING AN ABSTRACT

Abstracts are required as part of registration and are scored as part of your presentation. All student presenters must upload an [Abstract Submission Form](#) during registration to satisfy this requirement. Students will not be able to submit their registration without uploading the form.

Please fill out all required fields on the form and carefully follow the Abstract Instructions. Abstracts should be written in the original words of the presenter(s) and should represent work that has not been published previously. Abstracts should reflect the content of the presentation. If your project was delayed, the abstract should reflect what you were able to achieve rather than what you had originally planned to do.

Abstracts will be presented to the judges as submitted. Any errors will not be corrected by the symposium committee. Edits to the abstract after the deadline are up to the committee's discretion to accept.

## PRESENTATION GUIDELINES

Students should observe the following guidelines for presentations. Contact [leticia.bazan@tamucc.edu](mailto:leticia.bazan@tamucc.edu) with any questions.

### **Presentation Format**

Presentation Format (poster or oral) is determined by discipline and degree level.

- **Doctoral level students:** All doctoral level students will present 15-minute oral presentations.
- **Master's & Undergraduate level students:** Undergraduate and Master's level students will present in the poster presentation format, with the exception of humanities and social sciences. Undergraduate and Master's level students in humanities and social sciences will present 15-minute oral presentations.

<b>Discipline Category</b>	<b>Undergraduate</b>	<b>Master's</b>	<b>Doctoral</b>
Agriculture & Natural Resources	Poster	Poster	Oral Presentation
Business & Information Technology	Poster	Poster	Oral Presentation
Education	Poster	Poster	Oral Presentation
Engineering & Computer Science	Poster	Poster	Oral Presentation
Biomedical & Health Sciences	Poster	Poster	Oral Presentation
Life Sciences	Poster	Poster	Oral Presentation
Mathematics & Physical Sciences	Poster	Poster	Oral Presentation
Architecture & Visualization	Poster	Poster	Oral Presentation
Humanities	Oral Presentation	Oral Presentation	Oral Presentation
Social Sciences	Oral Presentation	Oral Presentation	Oral Presentation

*Architecture & Visualization:* This new category may include projects related to the built, natural, or virtual environment, including topics in architecture, design, landscape architecture, urban or community planning, construction, visualization, graphic design, animation, virtual reality/augmented reality, etc.

[Click here to see the complete list of Categories & Fields](#)

## **Poster Presentations**

- Only one poster submission per presenter is permitted.
- Required poster dimensions: 36 inches wide x 48 inches high (portrait).
- Title, author(s), department, university, and mentor's name should be placed at the top center of the poster. If there is more than one author, identify the presenter(s) with an asterisk.
- The title should be in letters at least a 1/2 inch high. Materials will have to be read by attendees from a distance of 3 feet or more, so lettering on illustrations should be large and legible.
- Materials should be displayed in a logical sequence (e.g. abstract, introduction, method, and results or conclusion). This may vary by discipline, so check with your faculty mentor/advisor for guidance.
- Presenters are responsible for mounting their own poster during the assigned setup period prior to the opening of the session and for removing it during the designated time.
  - Thumb tacks will be provided to mount posters. If a different mounting material is required, please plan to bring it.
- Presenters should bring business cards or note contact information on the poster for follow-up questions and networking. Providing 8.5 x 11 printout copies of the poster can also be used as a networking tool.
- Presenters must remain by their poster during their assigned session judging period.
- As you prepare your poster, check with your university resources or research other resources for poster formatting and poster presentation tips.
  - Example: [TAMU University Writing Center – Research Posters](#)

## **Oral Presentations**

- Arrive at your designated presentation site at least 15 minutes prior to your designated time slot.
- Students will have 15 minutes to present: 12 minutes for the presentation and 3 minutes for questions from the judges.
- Visual Support: PowerPoint presentation.