

2021 (Virtual) Annual Research Poster Competition **UNDERGRADUATE GUIDELINES**

COMPETITION ELIGIBILITY

Students enrolled in any undergraduate degree program in CFAES and the School of Environment and Natural Resources are invited to participate, provided they have a CGPA ≥ 2.5 and are engaged in supervised research projects in the area of their major. If a research project is ongoing and will not be completed by March 3rd, a research-in-progress summary may be submitted in lieu of an abstract. It will also be posted on the Academic Programs web site: <https://students.cfaes.ohio-state.edu/undergraduate-research-forum>

The undergraduate competition is broken into seven categories: Animal Sciences (Animal Health), Animal Sciences (Nutrition), Entomology, Environmental and Plant Sciences, Food Science, Social Sciences or Other.

PARTICIPANT EXPECTATIONS

All participants are expected to register for the competition, submit an abstract and PDF of their research poster, and record a 7-10 minute presentation using Microsoft Sway. Participants must register for the competition online by **5:00pm on Wednesday, March 3**. Posters must be submitted online as a PDF by **5:00pm on Wednesday, March 17**. Microsoft Sway presentations must be submitted by **5:00pm on Wednesday, March 24**. [You will receive the submission links for the abstract, pdf, and sway presentation in a future email.](#)

Undergraduate poster Q&A sessions will be held on Monday, April 5. Since the competition will be held virtually, all poster authors are required to participate in a Q&A session to discuss their poster. Each student will be able to show their poster and will be given approximately 8 minutes to provide a brief (1-2 min) recap of their work, followed by audience questions. Participants will receive the final presentation schedule by the end of March and are required to attend their assigned virtual Q&A session. We encourage presenters attend multiple Q&A sessions to engage with other attendees.



REGISTRATION AND ABSTRACT SUBMISSION

Registration will open by **Wednesday, February 3, 2021** and all participants must register for the competition online **by 5:00pm on Wednesday, March 3**. During the registration process, you will select your availability on April 5th, which will allow us to schedule presentation times. You will also submit your abstract at this time. Abstracts should not exceed 350 words.

POSTER GUIDELINES AND SUBMISSION

Participants in the poster competition must submit a PDF of their poster by **5:00pm on Wednesday, March 17th**. An e-mail confirmation will be sent to the entrant to acknowledge receipt of submission. The website will be closed for submission at the deadline and **no late submissions will be accepted**.

The following will be required during the submission process:

1. Poster registration: Participants must submit their name, email address, cell phone number, major, if the presentation is fulfilling a requirement (honors, research distinction, department requirement, other), names of your academic and research advisors, abstract, and availability for poster Q&A session on April 5.
 - Abstract: Must include title, authors, and a maximum 350-word summary of the study. The summary should address the purpose of the study, your research methods, findings, and implications of your research.
2. Poster: All posters must use a university approved poster template, which can be found at oardc.ohio-state.edu/annualconference/postertemplate.asp. Each poster should be uploaded in PDF format.
3. Recording of presentation: Participants should utilize Microsoft Sway to develop a 7-10 minute presentation about your research. This recording will be posted online to complement your research poster during the virtual research conference and allow the wider CFAES community to engage with our presenters. This Sway presentation should be tailored to a non-expert and make sure to mention potential implications of your work.

Guidelines:

- **Poster Size:** One sided, no larger than 42” x 36” displayed horizontally or vertically.
- **Format:** All posters must use the university approved poster template, which can be found at oardc.ohio-state.edu/annualconference/poster-template.asp.
- Each poster should include:
 1. **Title Banner** – Including the title, author(s), and department(s). The entrant should be the first author listed.
 2. **Introduction** – A clear and concise statement of the rationale, hypothesis, and justification for the project, the objectives of the research, and general approach.
 3. **Materials and Methods** – An outline of the key materials and methods defining how the experiment or study was conducted.
 4. **Results** – Tables, figures, photos, etc., showing and documenting experimental findings and analyses.
 5. **Conclusions and Discussion** – A statement of the conclusions from the study results and a brief explanation of the study’s scientific rigor, discoveries and their significance, and congruence (or lack of) with the body of scientific knowledge. If the project is still in progress, please explain any relevant results up to this point as well as initial observations you’ve made.
 6. **Acknowledgments and References** – A brief acknowledgment of other contributors who are not authors, and key literature references to the study, if required.
- **Legibility:** All text and figures should be digitally readable at a normal zoom (100%)
- **Continuity:** The presentation should be a coherent series of statements and supporting illustrations, with each leading to the next, which show the flow of the presentation and the progression of the study.

REVIEW PROCESS & AWARDS

All posters and recorded presentations will be judged from March 29-April 4. These online materials will undergo a review process during which they will be scored. Evaluations will be based on the abstract, poster content, design, and the recorded Sway presentation.

Each participant will receive the feedback provided by the judges on their poster submission. Poster authors will also be provided any community comments submitted via the Virtual Poster

Competition website. Participants will not be judged on the Q&A session on April 5th, however this is a good opportunity to gather feedback from the wider CFAES community.

Posters in each category placing in the top 3 will be announced at the CFAES Awards Ceremony on **April 8, 2021 12:30-2:00 p.m.**

IMPORTANT DATES

Wednesday, March 3 - 5:00pm	Deadline to register to participate in the poster competition
Wednesday, March 17 - 5:00pm	Deadline for abstract & poster pdf to be uploaded
Wednesday, March 24 - 5:00pm	Deadline to upload Microsoft Sway presentation
March 29 – April 4	Judges review and score submissions
April 5 - 8:30-5:00pm	Poster Q&A-assigned times for each student
April 8 - 12:30-2:00 pm	Awards presentation

Additional OSU Research Forums

Note: Students pursuing honors research distinction or research distinction must complete 2 presentations (one being the CFAES event) or an oral exam. Other opportunities on campus include:

Denman Undergraduate Research Forum – Applications open February 1-March 5, 2021. The event is **April 5-8, 2021**. Please go to this link to find the registration form on February 1st: <https://ugresearch.osu.edu/Pages/Initiatives-%20Denman-%20Denman%20Details%20Post%20Application%20Deadline.aspx>

Spring Undergraduate Research Forum – Applications open January 11-February 5, 2021. The event is **March 1-5, 2021**. The application is available at this link: https://osu.az1.qualtrics.com/jfe/form/SV_bi29R5KGApgwMGF

HELPFUL RESOURCES

Creating a Sway presentation

[OSU training resources](#)

[Getting started with Sway](#)

[Adding audio and video](#)