

President's Excellence in Research Scholars Research Symposium

February 9, 2022

Please review the applicable guidelines for your presentation format.

Poster Presentation Guidelines

- Research posters can be printed for students/faculty at no cost by RIED. Only one poster per abstract will be printed (**reprints will cost \$10**).
- Posters should be submitted for printing **as soon as possible, but no later than Monday, January 31, 2022** via email to Barbara Saldivar (bsaldivar@tarleton.edu).
- You will be notified by email when your poster is ready for pick up.
- It is very important that you follow the guidelines below for printing and submitting posters.
- To prevent having to trim off a white border by hand, be sure to set the page size to 36 x 44 inches **BEFORE** you begin creating your poster.
- **Size: maximum of 36 x 44 inches**
- Landscape is required for the Research Symposium.
- **Format: PowerPoint**
- Images must be high resolution, otherwise they will appear pixelated.
- Heading examples may include, though not required: Title, Faculty, Students, Department, College, Research Area, Abstract, Objectives, Goals, Methodology, Instruments, Results/Conclusion, Recommendations, Funding Source, Acknowledgements, Citations.
- Be sure to double check all spelling, grammar, contents, margins, alignment and dimensions of the poster **before** submission.
- If you have questions or need advice, please ask before you are ready to submit for printing.
- Posters are printed on heavy, glossy photo paper.
- Posters are expected to be displayed in the Thompson Student Center ballrooms for the Symposium's duration.
- Please **do not** hang your poster without the help of a Research Symposium assistant.
- Poster stands will contain numbered tags designating where your particular poster should be displayed.
- Tacks, easels, and other tools will be provided to hang your poster.
- As the schedule is finalized, you will be notified via email of the poster hanging time.
- Please check-in upon arrival at the Research Symposium.
- Poster examples may be found on the [Symposium Poster Examples](#) page of the RIED website.

PERS Oral Presentation Guidelines

- *Limited* to faculty who received PERS funding in Fiscal Year 2021 and have submitted grant proposals to an external agency before February 1, 2022.
- The format for oral presentations should include the following topics: Title; Faculty/Students involved; Department/College; Research Area; Abstract and Research Highlights (Objectives, Goals, Methodology, Instruments); Results/Conclusion; Acknowledgements
- all presentations are **limited to 12 minutes, followed by 3 minutes for questions**. The session moderator will alert you when 10 minutes have elapsed and will interrupt at the end of 12 minutes. If you go beyond the 15 minutes allotted, you will be asked to step aside for the next presenter.
- For those wishing to use slide-presentation software, use **PowerPoint**.
- You *must* provide your presentation to Barbara Saldivar via email (bsaldivar@tarleton.edu) no later than **Monday, January 31, 2022**, so it can be loaded onto the computer *prior* to the session in which you are scheduled to present.
- In addition, on the day of the event, please bring your presentation on a thumb drive as a backup.
- As the schedule is finalized, you will be notified via email of your expected presentation time.
- Please check-in upon arrival at the Research Symposium.