

VIRTUAL PRESENTATION GUIDE

VIRTUAL TIMELINE

REGISTRATION OPENS

Head to

MySpartanStory

to submit your

research

REGISTRATION CLOSES

Last day to register, abstracts do not have to be completed

LAST DAY TO UPDATE ABSTRACTS

Finish editing abstracts and check with your mentor for approval

POSTERS DUE VIRTUALLY

Upload your poster and the voiceover to Symposium by ForagerOne

MAY 31

JUNE 22

JULY 1

JULY 25

JULY 27: MID-SURE DAY!

PRESENTATION GUIDELINES

Poster format: PDF, under 10MB

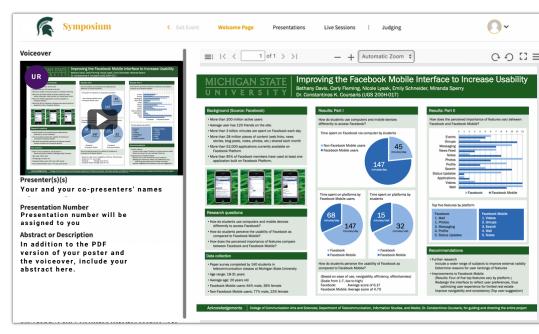
Orientation:Landscape or portrait

Voiceover length: 2-5 minutes

Voiceover recording: You can use the recording feature on Zoom or PowerPoint

Voiceover upload:

After recording, upload the voiceover to YouTube as an unlisted video. Then, add the link to Symposium



Symposium preview





VIRTUAL PRESENTATION GUIDE

STEP-BY-STEP

REGISTER

- Begin drafting an abstract on mystory.msu.edu by 6/22/22
- Abstracts do not need to be completed to register
- MSU Students: Fill out the Undergraduate Research Experience module fields to document your research or creative work

FINALIZE

- Finish making revisions to your abstract by 7/1/22
- Create an account on Symposium by ForagerOne and upload your PDF poster and abstract
- MSU Students: Complete RCR training by July 21

REVIEW

- Ask your mentor to review your submission
- Start working on the video voiceover for Symposium
- Check your email for any additional requirements
- Visit urca.msu.edu for helpful tips and resources

PRESENT

- Upload all the elements on Symposium by July 25
- Log in on 7/27/2022 for your live session presentation
- Be prepared to share your work and answer any questions on your research or creative activity

FAQ

• Can I only present posters?

- Yes. Mid-SURE only accepts research posters.
- How do I record and add the voiceover on Symposium?
 - Review the <u>Virtual Poster Presentations</u> section on <u>urca.msu.edu/posters</u> for more details about voiceovers. This page also provides helpful information on how to prepare your submission.
- I'm not a student at MSU, how do I register on My Spartan Story?
 - For My Spartan Story registration walkthrough, visit urca.msu.edu/mid-sure
- My research isn't completed yet, can I still participate?
 - Yes! Research is a process and we welcome all stages. Just make sure your abstract is completed to the best of your ability by July 1st.
- Do my mentors and co-presenters also need an account on My Spartan Story?
 - If your mentor(s) or co-presenter(s) are not from MSU, they will need to create an account. MSU students and mentors can use their NetID to log in.