



IN-PERSON POSTER PRESENTATION GUIDE

IN-PERSON TIMELINE

JAN 13

PRIORITY REGISTRATION OPEN

Head to ser.msu.edu to submit your information and let us know you're interested

FEB 12

PRIORITY REGISTRATION CLOSES

Use the [late registration link](#) to register after Feb 12 and wait for staff confirmation

MAR 20

LAST DAY TO UPDATE REGISTRATION

Finalize your abstract and URE description. Get mentor approval. Complete RCR training

APR 11

UURAF DAY!

Print out and bring your poster to the Breslin Center 30 min before your assigned time slot!

APRIL 11: UURAF!

PRESENTATION GUIDELINES

Printed size:
40" x 32"
(102 cm x 81 cm)

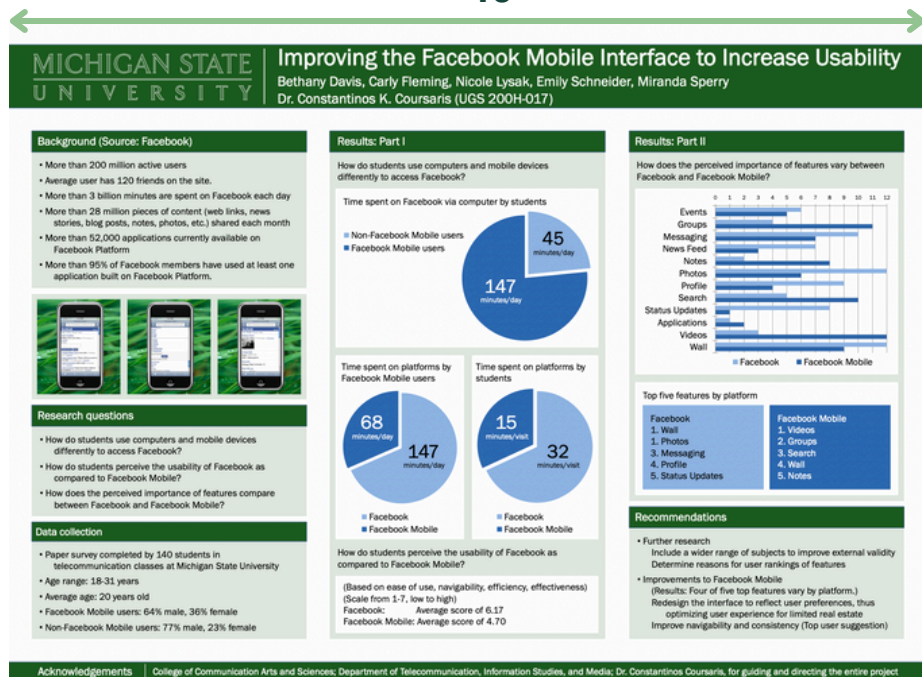
Orientation:
Landscape or portrait

Prepare a short pitch discussing the poster and your research

****less than 3 minutes recommended****

32"

40"



Questions? Contact the UR Office at ugrsrch@msu.edu

Updated 2/24/2025



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STEP-BY-STEP

REGISTER

- Begin drafting an abstract on ser.msu.edu by **2/12/25** for top priority
- Abstracts do not need to be completed to register
- Fill out the Undergraduate Research Experience module fields
- To register after Feb 12, use the [late registration link](#)

FINALIZE

- Finish making revisions to your abstract by **3/20/25**
- Ask your mentor to review your submission
- Check your email for any additional requirements
- Complete RCR training by **3/20/25**

PREPARE

- Keep an eye on your email for your assigned presentation time
- Please note that some emails will only go to the corresponding presenter. Coordinate with your group to share important presentation updates and information
- Practice your presentation. Visit urca.msu.edu for tips and resources

PRESENT

- Arrive at the Breslin Center 30 minutes before your presentation session begins on **4/11/25**
- Be prepared to share your work and answer any questions on your research or creative activity

FAQ

- **Do I need to submit my presentation virtually if I'm presenting in-person?**
 - No. In-person presentations are not required to upload information to symposium
- **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 March 20.
- **I missed the priority registration deadline, can I still participate in UURAF?**
 - Yes! You can still register after February 12 using the [late registration link](#), but your preferred category or modality may not be guaranteed. Register by February 12 for priority consideration!
- **Do my co-presenters also need to register if we are presenting our project together?**
 - No. Only one person needs to register for UURAF. If you need to add members, please contact ugrsrch@msu.edu with the names and netIDs of the co-presenters and/or mentors you'd like to add.
- **Can I present past research completed at MSU?**
 - Yes! If a student has completed undergraduate research in prior years, they are able to present.
- **Do I need fill out the Undergraduate Research Experience (URE) section?**
 - Yes, filling out the URE section ensures your research is officially recorded in your Spartan Experience Record (SER). This verified MSU transcript documents and highlights your skills and contributions to strengthen applications for graduate school, jobs, and scholarships.