



VIRTUAL ORALS PRESENTATION GUIDE

VIRTUAL TIMELINE

FEB 12

PRIORITY REGISTRATION CLOSURES

Use the *late registration link* to register after Feb 12 and wait for staff confirmation

MAR 20

LAST DAY TO UPDATE SUBMISSION

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

APR 7

PRESENTATION DUE VIRTUALLY

Submit your oral presentation to *Symposium by ForagerOne*

APR 10-11

UURAF!

See you online at UURAF! Log into Symposium to monitor engagement and respond as needed.

APRIL 10-11: UURAF!

PRESENTATION GUIDELINES

Create a voice-over for the presentation lasting 7 to 10 minutes

Upload presentation with voice-over to YouTube as an unlisted video

Enable the closed captioning feature to promote accessibility and inclusivity

Submit to Symposium

Presenter(s):
(Your and your co-presenters' names)

Presentation Number:
(Presentation number will be assigned to you)

Abstract or Description:
(In addition to the PDF version of your poster and the voiceover, include your abstract here)

Mentor Name:
Your mentor(s) Name

UR Grad Chats
Welcome to Grad Chats in Physical Science and Engineering
This session will begin promptly at 3:30 pm EDT
This Webinar is being recorded and will be uploaded to our Media Space account. By joining this session, you automatically consent to the recording.

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

Updated 2/24/2025



VIRTUAL PRESENTATION GUIDE

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 registration by **3/20/25**
- Ask your mentor to review your submission
- Create a [Symposium](#) by *ForagerOne* account. Start working on your presentation video and/or voiceover for Symposium
- Complete RCR training by **3/20/25**

REVIEW

- Check your email for any additional requirements
- Please note that some emails will only go to the corresponding presenter. Coordinate with your group to share important presentation updates and information.
- Visit urca.msu.edu for helpful tips and resources

PRESENT

- Submit your presentation material to Symposium by **4/7/25**
- Link to symposium will be provided in March
- Be prepared to share your work and answer any questions on your research or creative activity from April 10-11

FAQ

- **How do I record and add the voiceover on Symposium?**
 - For more information on preparing your virtual submission, please review the *Virtual Presentation* section for [Posters](#), [Orals](#) and [Films](#) sections on urca.msu.edu for more details.
- **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.
- **Do my mentors and co-presenters also need an account on Symposium?**
 - Yes! If they want to participate in virtual discussion sessions, they will need to register for a free Symposium account.
- **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!
- **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.