



ONLINE PRESENTATION GUIDE

ONLINE TIMELINE

REGISTRATION OPENS

Head to [Spartan Experience Record](#) to submit your information and let us know you're interested!

MAY 19

PRIORITY REGISTRATION CLOSES

Register before 6/18 to get top priority. Draft abstracts accepted

JUNE 18

LAST DAY TO UPDATE ABSTRACTS

Upload most updated abstract to SER (mentor approval due 7/10)

JULY 8

POSTERS DUE ONLINE

Upload your poster and the voiceover to Symposium by ForagerOne

JULY 20

JULY 22-23: MidSURE!

PRESENTATION GUIDELINES

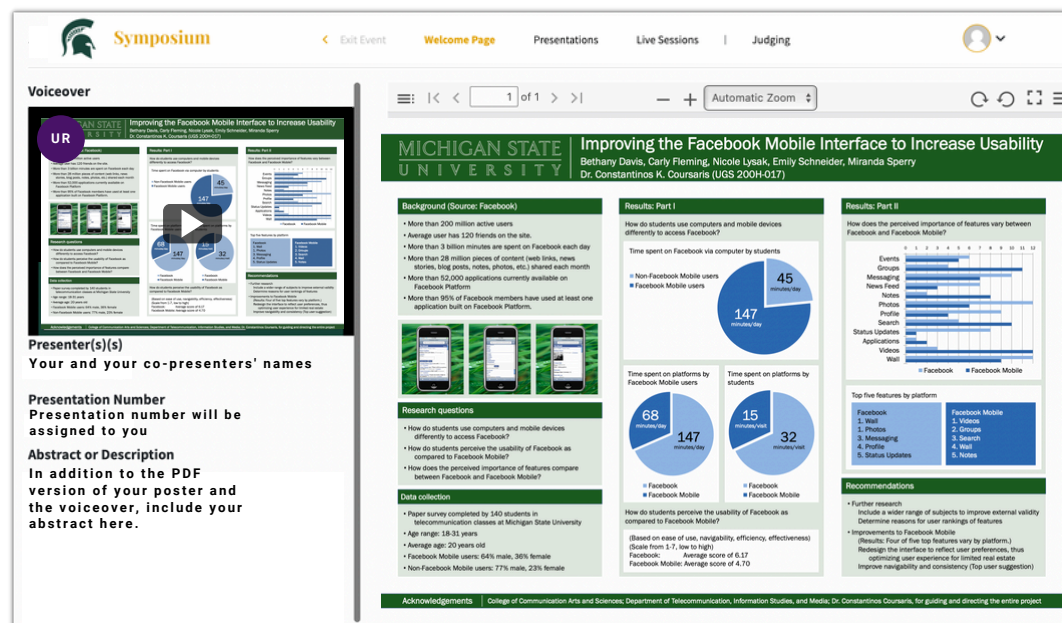
Poster format:
PDF, under 10MB

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

STEP-BY-STEP

REGISTER

- Begin drafting an abstract on ser.msu.edu by 6/18/25
- 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

- Update your abstract on [SER](https://ser.msu.edu) to the best of your ability by 7/8/25
- Ask your mentor to review your submission by 7/10/25
- Check your email for any additional requirements
- **MSU Students:** Complete [RCR training](https://rcr.msu.edu) by 7/10/25

PREPARE

- Start working on the video voiceover for Symposium
- Create an account on Symposium by ForagerOne and upload your PDF poster and abstract
- Visit urca.msu.edu for helpful tips and resources

PRESENT

- Upload all presentation elements on *Symposium* by 7/20/25
- Questions that viewers have will be shared to you via email July 22-23
- Be prepared to share your work and answer any questions on your research or creative activity

FAQ

- **The status of my presentation says "Pending", what should I do?**
 - Please do NOT worry about the status as the status is for our office staff to organize presentations. If we need more information from you, we will reach out to you.
- **Can I only present posters?**
 - Yes. MidSURE only accepts research posters.
- **How do I record and add the voiceover on Symposium?**
 - Review the [Online Poster Presentations](#) section 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 Spartan Experience Record (SER)?**
 - For walkthrough on how to register through SER, 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 8th.
- **Do my mentors and co-presenters also need an account on Spartan Experience Record?**
 - 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.
- **I missed the registration deadline, can I still participate in MidSURE?**
 - Yes! You can still register after June 18th using the [late registration link](#). You just may not get the first category or modality of your choice so register before June 18th to let us know you intend to present and to get top priority!