



IN-PERSON POSTER PRESENTATION GUIDE

IN-PERSON TIMELINE

JAN 12

PRIORITY REGISTRATION OPEN

Save your spot via
ser.msu.edu.
It's okay, if you
have incomplete
information!

FEB 12

PRIORITY REGISTRATION CLOSES

Late registration
link opens on Feb
16. Fill out the
survey and wait
for staff
confirmation

MAR 12

LAST DAY TO UPDATE REGISTRATION

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

APR 17

UURAF DAY!

Print out your
poster! Arrive at
the Breslin
Center 30 min
before your
assigned time
slot!

APRIL 17: UURAF!

PRESENTATION GUIDELINES

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

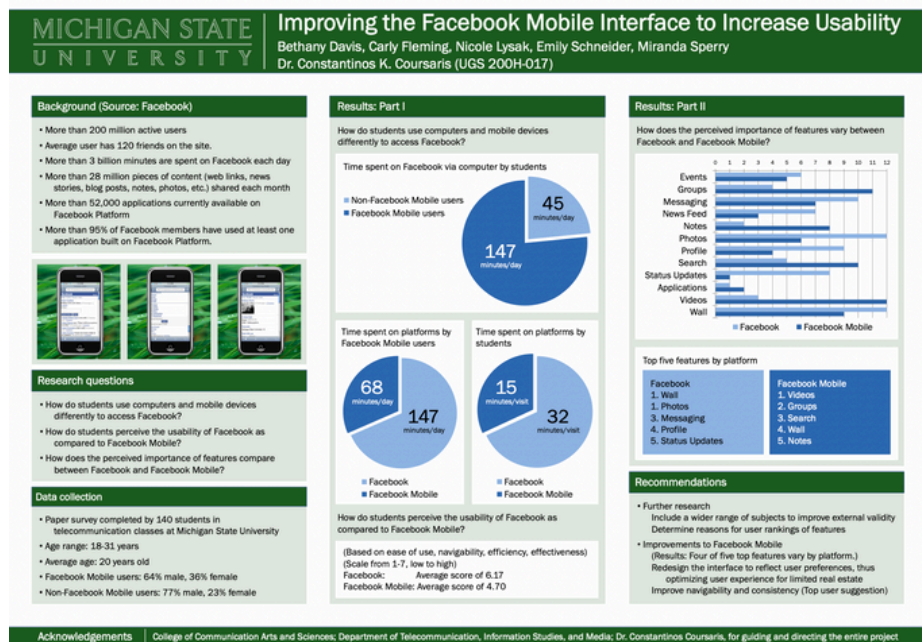
Orientation:
Landscape or portrait

**Prepare a short pitch
discussing the poster
and your research**

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

32"

40"





IN-PERSON PRESENTATION GUIDE

STEP-BY-STEP

REGISTER

- Begin drafting an abstract on ser.msu.edu by **2/12/26** for top priority
- Abstracts do not need to be completed to register
- Fill out the Undergraduate Research Experience (URE) module fields
- To register after Feb 12, use the [late registration link](#)

FINALIZE

- Finish making revisions to your abstract by **3/12/26**
- Ask your mentor to review and approve once you submit your final revisions
- Check your email for any additional requirements
- Complete RCR training by **3/12/26**

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 **4/17/26**
- 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 try to complete your abstract to the best of your ability by March 12. Mentors can edit submissions until March 19.
- **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 (corresponding presenter) will register for UURAF. During registration, they will add co-presenter and mentor names and NetIDs. If you have questions, please contact ugrsrch@msu.edu for assistance.
- **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.