HOW-TO GUIDE:

ONLINE SUBMISSION PROCESS FOR THE PURDUE FALL UNDERGRADUATE RESEARCH EXPOSITION

If you are interested in participating in the Purdue Fall Undergraduate Research Exposition, please visit purdue.edu/undergrad-research.

If you have questions about the online submission process after reviewing this guide, please email UGRResearch@purdue.edu.
Online Portal Registration

Go to docs.lib.purdue.edu/fallexpo and click on My Account.

If you **do** have a Purdue e-Pubs account, utilize your login credentials.

If you **do not** have a Purdue e-Pubs account, click on **Sign up**. When you sign up, go back to docs.lib.purdue.edu/fallexpo and click on My Account.
Preparation Your Submission

Oral presentations and posters require an abstract (around 250 words). You should work with your research mentor(s) to create an abstract that discusses what your presentation will be about.

Those who are selected to be considered for an oral presentation that is not selected will automatically be considered for a poster at the poster symposium.

Check out the Purdue Office of Undergraduate Research’s website for tips on creating an abstract.
Complete the submission form considering the following:

- Faculty should **not** be listed under “Presenter Information.” They should be included under “Research Mentor Information.”

- Include all authors under “Presenter Information” - **one** person can submit for the group.

- The semesters of research includes the current semester - if **multiple** authors, provide this information in the order the authors are listed.

- Abstracts (around 250 words) are due **Oct. 10** at 11:59pm.

- Copy and paste the abstract in the “Abstract” text field.

- Submissions are to present a poster. Check “Yes, I want to be considered for an oral presentation.” if you want to be considered for a morning presentation.

- Click **Submit**.

Submission form continues on the next page...
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When you submit, you should receive a similar confirmation page and a confirmation email. If you do not receive either of these, contact UGRResearch@purdue.edu.

When you submit the paper and/or abstract, we will contact you if it is accepted with next steps.
Preparing for Your Presentation

Oral Paper Presentations (Morning :: STEW 214)

Presenters will learn the time of their presentation after selections have been determined.

Presentations are 15 mins: 10 mins of a presentation (PowerPoint, only) and 5 mins of Q&A.

Presenters will submit their presentations before the Fall Expo to preload onto the computers.

Poster Presentations (Afternoon :: PMU Ballrooms)

There are two allowable sizes: 3’ wide x 4’ high (portrait) OR 3’ wide x 2’ high (landscape) - check with the academic unit funding the printing costs to inquire about additional size limitations.

Posters that do not fit these specifications will be cut or folded.

Posters will be placed on boards the day of the Conference - times will be provided, if selected.