HOW-TO GUIDE:

Online Submission Process for the Purdue Undergraduate Research Conference

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

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

Go to docs.lib.purdue.edu/purc 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.
Read through the Submission Agreement and check the box at the bottom of the page and click Continue.
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 for posters and oral presentations are due **Feb. 28** at 11:59pm.

- Abstracts should be around 250 words.

- Copy and paste the abstract for the paper or poster in the “Abstract” text field.

- Submissions are to present a poster. Check “Consider for oral presentation?” if you want to be considered for a morning presentation. Presentation decisions will be announced in March.

- Click **Submit**.

Submission form continues on the next page...
Major(s)

Available:
- College of Agriculture
- College of Education
- College of Engineering
- Exploratory Studies
- College of Arts and Human Sciences
- College of Social Sciences
- College of Management
- College of Pharmacy
- Purdue Polytechnic Institute
- College of Liberal Arts
- College of Textile and Design

Selected:

Expected Graduation Date

Month
Year

Disciplines

Available:
- Agriculture
- Arts and Humanities
- Business
- Education
- Engineering
- Life Sciences
- Medicine
- Physical Sciences and Mathematics
- Social and Behavioral Sciences

Selected:

Current Academic Standing

Select your Current Academic Standing:

Research

Enter total number of years the author has researched the topic:

Research Mentor Information

(Research mentor cannot be author)

Enter name of Research Mentor:

Enter Research Mentor's email address:

Enter Research Mentor's phone number:

Enter Research Mentor's department:

Abstract

Please paste your submission's abstract here:

Consider for oral presentation?

Do you want your abstract to be considered for an oral presentation at the Conference? (Yes, please select "Yes. I want to be considered for an oral presentation."

Yes, I want to be considered for an oral presentation.

Uses Archive Materials

Check the box below if your research involves archival research and the use/creation of archival materials: [ ]

My research involves archival research and uses primary source materials.

Interdisciplinary

Check the box below if your work is interdisciplinary:

My work is considered interdisciplinary.

Times available on April 10, 2018

Please check all times you are available for presenting your research on April 10, 2018:

- 9:00 am - 10:00 am
- 10:00 am - 11:00 am
- 11:00 am - 12:00 pm
- 1:00 pm - 2:00 pm
- 2:00 pm - 3:00 pm
- 3:00 pm - 4:00 pm
- 4:00 pm - 5:00 pm
- 5:00 pm - 6:00 pm
- 6:00 pm - 7:00 pm
- 7:00 pm - 8:00 pm
- 8:00 pm - 9:00 pm
- 9:00 pm - 10:00 pm
- 10:00 pm - 11:00 pm
You should receive this confirmation page and a confirmation email. If you do not receive either of these, contact UGResearch@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 - Stewart Center)

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