

Life Sciences South Florida STEM Undergraduate Research Symposium

Presentation Submission Guidelines

The 6th Annual Life Sciences South Florida STEM Undergraduate Research Symposium will showcase the scientific work of South Florida's undergraduate Science, Technology, Engineering and Math (STEM) students through poster and oral presentations. Participants gain valuable experience, presentation skills, and recognition by their peers, local colleges and universities, as well as life science industries. Judging takes place during each presentation, and prizes awarded for outstanding projects.

Presentation abstracts will be evaluated first at each participating institution. Each institution will select **up to 12 qualifying student participants: 10 poster and 2 oral presentations.**

- Poster boards are limited to four feet (1.22 m) wide by three feet (0.91 m) high with information organized in columns.
- Oral presentations are limited to eight minutes, with an additional 2 minutes for questions.

Abstracts will be judged at the institutional level according to the following 5 criteria:

1. Significance and importance of the topic
2. Appropriateness of the research question
3. Choice of research methods and procedures
4. Interpretation of results
5. Clarity of the abstract

IMPORTANT Deadlines:

- ✓ Student Submission to home institution for review: Friday, February 9, 2018, 5PM (see contacts below)
- ✓ Final Submission to host (Alexina Alonso | Aealonso@fiu.edu): Friday, February 23, 2018, 5PM.
- ✓ Symposium Date: Saturday, March 24, 2018, Florida International University, 11200 SW 8 Street, Miami, FL 33199 8:30AM – 2:30PM.

Submit both the Presentation Submission Application and Abstract to your institutional representative:

- Barry University: Brenda Schoffstall, Bschoffstall@barry.edu
- Broward College: Don Astrab dastrab@broward.edu
- Florida Atlantic University: Tracy Baker, tnlbaker@fau.edu
- Florida Gulf Coast University: Charles Gunnels, cgunnels@fgcu.edu; Michael Savarese, msavares@fgcu.edu
- Florida International University: Alexina Alonso, aealonso@fiu.edu
- Florida Memorial University: Rose Mary Stiffin, rstiffin@fmuniv.edu
- Indian River State College: Paul Horton, phorton@irsc.edu; Sherry Bowen sbowen@irsc.edu
- Miami Dade College: Heather Belmont, hbelmont@mdc.edu; Silvio Parodi sparodi@mdc.edu; Carolyn Margolin cmargoli@mdc.edu
- Nova Southeastern University: Jaime Tartar, tartar@nova.edu
- Palm Beach State College: Alexandra Gorgevska, gorgevska@palmbeachstate.edu; Becky Mercer, mercerb@palmbeachstate.edu
- St. Thomas University: Luis Fernandez Torres; lfernandez-torres@STU.EDU
- University of Miami: Maria Robertson, mrobertson@miami.edu

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Presentation Submission Application

Student Name(s): (Presenting Author in Bold)	
Presenting Student Email:	
Contact Phone Number:	
Department/Program:	
Faculty Advisor's Name:	
Faculty Advisor's Email:	

Select one: Oral Presentation (PowerPoint) OR Poster Presentation

Must Indicate Faculty Advisor Approved*

***All submissions must be approved by the faculty research advisor. To confirm verification, advisors should remit applications to the appropriate institutional contact above by February 9.**

Abstract Guidelines

- An abstract is a summary of the essentials of the research project which includes the following:
 - A clearly defined research question and the purpose of the study
 - A concise discussion of the research methodology
 - The project findings (final or in process)
- The title of the abstract should be as concise as possible and should appear in bold, lowercase and centered
- Co-authors and affiliations appear below the title in italics (presenting author listed first).
- The word “Abstract” should appear below the affiliation in bold, centered, and underlined.
- The body of the abstract follows after a spacing line.
- The abstract body is to be no longer than 250 words in portrait, single-spaced, full justified.
- The Application and Abstract should be submitted as one MS Word document, saved using the following file naming convention: first author's last name then a period, followed by the institution then a period, followed by the first three words of the title (Lastname.institution.3wordsoftitle.doc) e.g.: (Jones.FAU.NeuralStemCells.doc)
- Email the Application and Abstract file document as a single email attachment to the appropriate person at each institution (see previous page).

Sample Abstract:

The title is to be bold, lowercase, and centered on the page

John Smith, Sally Jones, and Pat Advisor, Ph.D.

Florida International University, Miami, Fl.

Abstract

The body of this abstract sample template contains important instructions that **MUST** be followed. Note the formatting above, including bold, spacing, and underlining. Your abstract (which is a summary of your project) goes here and should be no longer than 250 words. This document is single spaced and formatted in 12-point Times New Roman font. Your faculty advisor must review and approve this abstract prior to submission.