CONFERENCE FAQS

WHAT IS IT?

The Undergraduate Research & Creative Activity Conference is a premier annual event at The University of Alabama that provides undergraduates an opportunity to highlight their research or creative activities.

In addition to bringing attention to the excellent work of University students, the Conference allows students to gain experience presenting, compete for cash prizes and form relationships with faculty mentors and fellow Conference presenters.

WHO PARTICIPATES?

Any undergraduate student currently enrolled at The University of Alabama with a research project or creative activity may present at the Conference. Each student is required to have a faculty mentor.

WHY SHOULD I PARTICIPATE?

The best reason to participate is to share your ideas and hard work with the public.

In addition, you will gain valuable presentation experience and the chance to win cash prizes!

If you have any problems or questions about registration please contact Sydney Palmer at spalmer@research.ua.edu.

HOW DO I REGISTER?

Registration must be submitted electronically via the link on the Undergraduate Research & Creative Activity Conference website. Required information includes: your contact information and CWID (Campus Wide Identification Number); any collaborator's contact information; faculty mentor's contact information; your College and Department; and your project type, title and abstract.

You should preview the Registration Form and discuss it with your mentor, particularly if your presentation topic is not in your College. You and your mentor will receive a confirmation email verifying your acceptance into the Conference. Please forward the confirmation to any co-presenters. You should discuss any class conflicts with your professors well in advance of the Conference.

WHAT IS AN ABSTRACT?

An abstract is a short statement about your presentation to give the reader a complete, yet concise, understanding of your research and findings or your creative activity.

An abstract can be no more than 500 words and should contain the following: justification, purpose, method, result, and conlcusion. Click here to learn more about how to write an abstract.

Remember, available information for your abstract will depend on which category you choose to participate in. Click here to learn about the two submission categories.

urca 2017
UNDERGRADUATE RESEARCH &
CREATIVE ACTIVITY CONFERENCE

ORAL PRESENTATIONS

Please note, Engineering does not accept oral presentations.

You will have a total of 20 minutes to present and answer questions. The prepared oral presentation should be no longer than 15 minutes to allow for questions at the end of the presentation. You may want to bring "low tech" aides (handouts of your Power-Point) with you in case of technical difficulties.

The schedule, that will include your oral presentation room assignment and time block, will be available in the Conference App. This detailed schedule will also be posted on the Conference website a few days prior to the Conference but please plan to stay for the entire time block.

The format for oral presentation slideshows must be Microsoft PowerPoint (PPTX or PPT) or Prezi.

POSTER PRINTING

The Office for Research will pay to have your poster printed, but you must have it printed at University Printing. University Printing would prefer your completed poster design be sent as a PDF. If you have a problem converting your file to PDF format, bring the file to University Printing to have it converted for you. Please allow 20 minutes or more for converting time. You will also need to proof your project on screen before you leave.

You can e-mail the PDF format by March 23, 2017 to Mary McColl at mmccoll@fa.ua.edu. You will need to include in the email: a description of what you need printed, an attached PDF of your project, the size you need and that it is being printed for the Undergraduate Research & Creative Activity Conference. Posters can be no larger than 36" by 48". Poster templates can be found under Student and Faculty Resources on the conference website.

POSTER PRESENTATIONS

Poster Presentations need to be no larger than 36" by 48". We recommend that you print your presentation and attach it to the on-site poster board provided by the Office for Research on the day of the Conference. Templates for poster design can be found on the conference website under Student and Faculty Resources.

You must remain by your poster until your project has been judged. The judges will ask you to present your poster and will ask questions about your project. There is no time limit for these presentations, but they should move quickly due to the large number of participants.

The poster presentations are scheduled for the morning or afternoon time block, based on College. The judges may arrive at your poster at any time during your scheduled time block, which will be available on the conference website.

Important information concerning class projects involving human subjects: If you would like to submit a project to the conference that falls in this category, please contact Tanta Myles in the Office for Research Compliance who will work with you to obtain the appropriate IRB determination.

QUESTIONS? Contact Sydney Palmer at spalmer@research.ua.edu.

urca 2017
UNDERGRADUATE RESEARCH & CREATIVE ACTIVITY CONFERENCE

JUDGING

WHO ARE THE JUDGES?

Each College selects its judges. They are typically faculty members of that College.

HOW ARE PRESENTATIONS JUDGED?

Judging criteria include content, materials, presenter attributes and responses to questions. Each College may have additional criteria. See Student and Faculty Resources on the Conference website.

WHEN WILL MY POSTER BE JUDGED?

The judges may arrive to evaluate your poster at any time during the scheduled time block for your College.

WHEN ARE AWARDS ANNOUNCED?

Official results will be posted on the conference website within a few days of the conference. Award winners will receive email notification.

WHAT IS THE SCHEDULE?

A schedule is available on the Conference website.

We cannot accommodate requests for specific presentation times. Well in advance of the Conference, you should determine your potential class conflicts and discuss them with the professors of those classes.

A more detailed schedule will be posted to the website a few days prior to the Conference. You should be prepared to be present for the entire block of time scheduled for your College.

QUESTIONS? Contact Sydney Palmer at spalmer@research.ua.edu.

urca 2017
UNDERGRADUATE RESEARCH & CREATIVE ACTIVITY CONFERENCE

DAY OF THE CONFERENCE

WHERE IS THE CONFERENCE?

The third floor of the Ferguson Student Center.
Click here for directions.

WHERE CAN I PARK?

There will be NO reserved parking at the Ferguson Student Center. Students will have to park in their usual location. There are several lots for visitor parking. Click here for more information.

WHAT SHOULD I WEAR?

Business casual or professional attire is considered appropriate dress. Please be aware that there is no seating provided on the day of the conference so wear comfortable shoes.

WHAT SHOULD I BRING?

Please make a note to bring any media that you will need (e.g. flash drive if you will be giving an oral presentation with a PowerPoint).

WHICH ROOM WILL I BE IN?

Poster presentations will take place in Heritage Ballroom, located on the third floor. Oral presentations will take place in various rooms on the third floor of the Ferguson Student Center.

A map of the Ferguson Student Center floor plan will be available in the Conference app.

WILL THERE BE FOOD?

Snacks and drinks will be available for all participants.

WHAT HAPPENS AT CHECK-IN?

Check-in will be located in the Heritage Ballroom lobby. If you have an oral presentation, please check-in early so we can ensure your visuals are loaded on the equipment in your presentation room. At check-in you will receive your schedule, presentation location and Certificate of Participation as well as any last-minute information for the day.

Early check-in will be available the afternoon before the Conference for poster presenters in the first scheduled block of the day and open for all oral presenters to upload their presentations. See Important Dates on the Conference website for information on early check-in.

DO I HAVE TO STAY ONCE I HAVE CHECKED IN AND SET UP?

You will need to be present during the time block for your presentation, which will be available on the conference website.

We would like all oral presenters to be in their room for the start of the first presentation and, if possible, to stay until the last presentation ends.

WHERE CAN I STORE MY BELONGINGS?

We will not have a place to check your items on the day of the event. You will be responsible for all items that you bring to the conference.

WHEN ARE AWARDS PRESENTED?

Award recipients will be notified via e-mail after the Conference. This year's award luncheon will be held April 10, 2017 in the South End Zone of Bryant-Denny Stadium.

QUESTIONS? Contact Sydney Palmer, spalmer@research.ua.edu.