2024 UCI UNDERGRADUATE +RESEARCH SYMPOSIUM

SHINE IN THE * SPOTLIGHT

STUDENT PRESENTER INFORMATION GUIDE



TABLE OF CONTENTS

- **03** What is the Symposium?
- **04** Who can present at the Symposium?
- 05 Presentation Options
- 06 In-Person Poster Presentation
- **10** In-Person Oral Presentation Spotlight
- 14 Arts Performances
- **15** Register to Present
- **16** Presenter Registration Deadline
- 17 Presenter Profile Deadline
- **18** Symposium Timeline of Events
- 19 Symposium Info Sessions
- 20 Be part of Symposium as an Attendee
- Poster and Performance Showcase
 Schedule of Events
- 22 Corporate Tabling
- 23 Resources
- **25** Things to Know about the Poster and Performance Showcase
- **26** Frequently Asked Questions





WHAT IS THE SYMPOSIUM?

A weeklong celebration of faculty-mentored undergraduate research and creative activities at UCI.



Four evenings of oral presentations will lead up to the Poster and Performance Showcase, a day featuring poster presentations, inspired performances from the School of the Arts, and corporate tabling.

May 13	Oral Presentation Spotlight - Impacts (Groups Only)
May 14	Oral Presentation Spotlight - Insights (Individuals Only)
May 15	Oral Presentation Spotlight - Innovations (Individuals Only)
May 16	Oral Presentation Spotlight - Inspirations (Individuals Only)
May 17	Poster and Performance Showcase

WHO CAN PRESENT AT THE SYMPOSIUM?

We welcome **all** current UCI undergraduate students who have participated in a faculty-mentored research project or creative activity during the last year.

Did you receive funding or recognition for any of the following UROP Awards last year and are an enrolled UCI undergraduate student in Spring 2024?

- O Distinguished Research Fellowship, Spring 2023
- Summer Undergraduate Research Program (SURP), Summer 2023
- Research Experience Fellowship, Fall 2023

If yes, you are a UROP Fellow!

If you are a UROP Fellow

You are **required** to present in person and are responsible for **registering to present**.

If you have been awarded or recognized for more than one project, <u>you are only</u> <u>required to present one of them</u>. If you are a non-UROP Fellow

You are **invited** to present in person.

How many times can I present in person?

- Students are limited to one in-person individual presentation & may only present one project.
- If applicable, students may also participate in an in-person group presentation, in addition to their individual presentation.

Students must submit a separate <u>Student Presenter</u> <u>Registration</u> for each project. Group projects should designate **one representative** to register for the group.

PRESENTATION OPTIONS

You may choose to do a poster presentation, oral presentation, or participate in an arts performance.

<image><image>

IN-PERSON POSTER PRESENTATION

See pages 6-9 for more details

- Open to all UCI students who have engaged in facultymentored undergraduate research or creative activities within the last year.
- Opportunity to win a \$100 gift card, medal, and an award signed by UCI Chancellor Howard Gillman! Must be present at the Awards Ceremony on Friday, May 17 from 4-4:45 pm to win.

IN-PERSON ORAL PRESENTATION See pages 10-13 for more details

- Open to all UCI students who have engaged in facultymentored undergraduate research or creative activities within the last year.
- Presenters will be selected through a competitive process.
- Opportunity to win a \$100 gift card, medal, and an award signed by UCI Chancellor Howard Gillman! Must be present at the Awards Ceremony on Friday, May 17 from 4-4:45 pm to win.

IN-PERSON ARTS PERFORMANCE

See page 14 for more details

• Participation by invitation only.

IN-PERSON POSTER PRESENTATION OVERVIEW



IN-PERSON POSTER PRESENTATION

What is an in- person poster presentation?		
	Poster Session A 10:30 am to 12:00 pm Check-In: 9:00 to 9:45 am	Poster Session B 1:30 pm to 3:00 pm Check-In: 9:00 am to 12:45 pm
Who can participate?	Open to all UCI students who have undergraduate research or creativ	
How do I prepare for my in-person poster presentation?	 A presenter must consider how be information to a wider variety of a guidance on crafting a compelline. Review the Poster Presentation how judged poster presentations. Review UROP's tips on Presentin present your research to a wide wide wide wide wide wide wide wide	udiences. <u>resentation Pitch Training</u> for ng 3-minute research pitch. <u>Rubric/Scoresheet</u> for details on s will be scored. <u>ng Effectively</u> to learn how to
What should I think of	Ask yourself these questions wher	n you are designing your poster:
when designing	Is your message clear?	Is your organization easy to follow?
my poster?	Is everything on your poster critical to communicating your message?	Do too many fonts clutter your poster?
	Do your headings deliver real information?	Are your colors distracting?
		Are your graphics clear and easy to understand?
	Is your text easy to read?	
	Do readers have to move back and forth to read your poster?	Does your poster have a good balance between text, graphics, and white space?

In-Person Poster Presentation (Continued)

What should I include in my poster?	 The poster should provide a clear picture of your project's goals, results, conclusions, and implications. Title: Placed at the top of the poster in large, clear text. Information: Include your name and major, along with the name and department of your faculty mentor and other co-researchers. Graphics: Incorporate appropriate graphics in your poster. Alignment: Ensure all edges line up evenly. Need an example? View our <u>2023 UCI Undergraduate Research Symposium Poster Presentations</u> .		
What are the digital and	You must submit a digital poster for our online 2024 symposium program and have it printed to display in-person at Symposium.		
print	Digital Specifications	Printing Specifications	
specifications for my poster?	File Size: 10MB or smaller.	Poster Size: 3 ft (height) x 4 ft (width).	
	Minimum Width: 870 pixels.	Mounting Recommendation: On foam	
	File Format: JPG or PNG.	board. Note: If printing costs are a concern, paper or vinyl may be used and attached to provided boards.	
		File Format: JPG or PNG.	
Where can I print my poster?	You are responsible for printing and You may use any printing service. The provide discounts to UCI students per sure to mention UROP when placing ImageWorks Digital Imaging Center in the School of Biological Sciences	he two options listed below resenting at the Symposium. Be	

School of Biological Sciences

2112 Natural Sciences I

(949) 824-6414

UROP Discounted Price: \$102.00 (See website for details)

<u>Website</u>

The UPS Store #6444

UCI Student Center, Room G203

(949) 509-9205

UROP Discounted Price Range: \$95-\$129 (See website for details)

Website

Regardless of where your poster is printed, visit their website and check with the printer beforehand to discuss any specific requirements they might have. We highly recommend you submit your poster for printing by May 6.

In-Person Poster Presentation (Continued)

How will I display my physical poster at Symposium?	Each participant will receive an easel for However, if students have additional phy alongside their poster, they may request You must be available to stand next to you one of the Poster Sessions in which you ar your display so that you do not block it an poster until the conclusion of your session If you need any additional accommodation urop@uci.edu so that we can assist you!	ysical items they need to present t a table. ur poster for the entire duration of re presenting. Stand to the side of d please do not remove your
How do I register to present?	Complete the <u>Student Presenter Registr</u> information:	ation and indicate the following
	SELECT THEME(S) THAT APP	LY TO YOUR PRESENTATION
	 Child and Adolescent Development Diversity Equity Inclusion Earth and Beyond Engineering and Technology Global Perspectives 	 Health under the Microscope Human Experience and Expression Innovations in Medicine Memory Mind Learning Mental Health Public Health
	2 INDICATE YOUR AVAILABILI	TY TO PRESENT ON MAY 17
	Session A: 10:30 am to 12:00 pm Check-In: 9:00 to 9:45 am	Session B: 1:30 pm to 3:00 pm Check-In: 9:00 am to 12:45 pm
	⊘ ⊗	
	Each project will present at one of You will be notified of your	
I submitted my registration.	 Create your digital and physical point You do not need to wait to be " 	
What's next?		esent your project project (140 characters max.) oster ir poster to be judged on May 17 for 's Award. Must be present at the
	Print your poster!We strongly urge you to submi	t your poster for printing by May 6.

IN-PERSON ORAL PRESENTATION OVERVIEW







IN-PERSON ORAL PRESENTATION

What is an inperson oral presentation?

A structured 7-minute talk given to an audience where you present your research project, often supported by visual aids like slides, in a competitive setting.

Oral presentations will take place from May 13-16, from approximately 5:00 to 7:00 pm (exact time and location TBA).

• The Monday session is for group presentations; the remaining three sessions are for individual presentations.



What resources can I use to prepare for my in-person oral presentation?

Who can

apply?

Our resources below will help you with your 3-minute audition video and if you get selected for an in-personal oral presentation.

- Watch the **UROP Symposium Presentation Pitch Training** for guidance on crafting a compelling 3-minute research pitch.
- Review the <u>Oral Presentation Rubric/Scoresheet</u> for details on how judged poster presentations will be scored.
- Review **UROP's tips on Presenting Effectively** to learn how to present your research effectively to a wide variety of audiences.
- Need an example of an audition video? View the **<u>audition video</u>** of one of our 2023 oral presentation finalists.

In-Person Oral Presentation (Continued)



What steps should I take for my audition video?

You will need to record a 3-minute audition video. You may create your video in any format you choose (e.g., Zoom recording, Video recording, etc.).

- 🛇 Clearly explain your research thesis.
- Show you understand your research topic.
- Organize your presentation well and use engaging language and visuals.
- Deliver your presentation confidently with good eye contact and body language.
- Use impactful visuals that are easy to understand.
- Stay within the time limit and use your time effectively.

2

1

Upload your audition video to your personal YouTube Channel.

- Your video visibility must be public or unlisted for it to be reviewed.
- If you need help uploading a video to YouTube, review the <u>Video</u>
 Upload Instructions.



Paste your audition video link in your Presenter Registration.

Oral Presentation YouTube Recording Link

This is a screenshot from the <u>Student Presenter Registration</u>.



Submit your Student Presenter Registration.

• Your audition video will be reviewed by our judges to determine the finalists selected to present during one of our four oral presentation spotlights on May 13-16.

In-Person Oral Presentation (Continued)



All finalists will win the Chancellor's Award signed by UCI Chancellor Howard Gillman! First place finalists from each theme will also win a \$100 gift card and medal. Must be present at the Awards Ceremony on Friday, May 17 from 4-4:45 pm to win.

I submitted my registration what's next?

Selected finalists will be notified in late April.

• Finalists will expand on their 3-minute audition video by delivering an in-person presentation of up to 7 minutes in front of an audience on their selected oral spotlight date.

ARTS PERFORMANCES

Two arts performance showcases will take place on Friday, May 17 and will feature a variety of student arts performances.

Art Performance Session A 12:15 pm to 1:15 pm Art Performance Session B 3:15 pm to 4:00 pm



Arts students who are required to perform at the Symposium **are not required** to do an oral or poster presentation. However, you are invited to to do so.



To present in-person at the 2024 UCI Undergraduate Research Symposium, you must complete <u>both parts</u> of the submission process by their respective deadlines.

Part 1

Presenter Registration

Deadline: Wednesday, April 10, 11:59 PM See page 16 for more details

Part 2

Presenter Profile

Deadline: Monday, May 6, 11:59 PM See page 17 for more details

PRESENTER REGISTRATION

Deadline: April 10, 11:59 pm

You must submit the following before the April 10 deadline:

1	Applicant Information Names and other information for the presenter(s).	
2	Project Information Project title and draft of your abstract	
	<u>Read abstract guidelines here</u>	
3	Mentor Information	
	Names and other information for each mentor Note: your primary mentor must be a UCI faculty member	
4 Presentation Information Choice between individual or group presentation Choice between poster and oral presentation		
5		
Chancellor's Award for Excellence in Fostering Undergraduate Research If you have a mentor (UCI professor or graduate student) who has particularly inspired your research journey, you may choose to nominate your faculty and/or graduate student mentor to receive the Chancellor's Award for Excellence in Fostering Undergraduate Research.		
64	 In-person Poster Presentation Only Submit chosen theme(s) Submit available times 6B In-person Oral Presentation Only Submit 3-minute audition video to be judged Submit theme(s) & day(s) 	

Registrations will not be accepted after the April 10 deadline!



Part 2

PRESENTER PROFILE

Deadline: May 6, 11:59 pm

In late April, we will return your registration to you. You will receive an email with instructions on how to build your presenter profile. Your presenter profile will be available publicly on our online 2024 Symposium Program.

In-person Poster Presentation

You are <u>required</u> to submit the following by May 6:

- A profile image to represent your project
 A short description of your project (140 characters max.)
- A PDF version of your poster
- Indicate whether you want your poster to be judged on May 17 for a chance to win the Chancellor's Award. Must be present at the Awards Ceremony on Friday, May 17 from 4-4:45 pm to win.

(Optional) You may update the following by May 6:

- 🕑 Update presenter(s) info
- 🕗 Update project info: title & abstract
- 🕑 Update mentor info

Recommendation:

- We highly recommend you submit your poster for printing by May 6 to avoid delays.
- You must bring your printed poster <u>with</u> <u>you</u> on May 17.

Your information will shape your presenter profile tile, included in our online 2024 Symposium Program. See the example image on the right.

In-person Oral Presentation

You are <u>required</u> to submit the following by May 6:

- A profile image to represent your project
- A short description of your project (140 characters max.)

(Optional) You may update the following by May 6:

- Update presenter(s) info
- ✓ Update project info: title & abstract
- 🕑 Update mentor info
- You may upload a new version of your audition video.
 - Otherwise, your original audition video will be published on our online 2024 Symposium Program.



SYMPOSIUM TIMELINE OF EVENTS

MARCH 4

Presenter Registration Application Opens

MID APRIL

Attendee Registration Opens

APRIL 22 Poster Assignments will be released

MAY 6

Presenter Profile Deadline

MAY 13-16

Themed Oral Spotlight Nights

APRIL 10

Presenter Registration Deadline

APRIL 19

Oral Presentation finalists will be notified

LATE APRIL (TBA)

Presenter Profile Application Opens

MID MAY

Attendee Registration Closes

MAY 17

Poster and Performance Showcase



UCI UNDERGRADUATE RESEARCH SYMPOSIUM INFO SESSIONS



Symposium Application & C	Overview	
 4/03/24, 3:30PM - 4:30PM 4/04/24, 3:30PM - 4:30PM 	(In Person) (Zoom)	Learn about the Symposium, application, and presentation formats.
Symposium Application Assist	tance Hours	Get personalized help with
 4/09/24, 11:00AM - 3:30PM 4/10/24, 11:00AM - 5:00PM 	(In Person) (In Person)	your application from UROP staff before the April 10 deadline!
Prepare & Present a Symposi	um Poster	Learn how to create an
 4/17/24, 4:00PM - 5:00PM 4/25/24, 4:00PM - 5:00PM 	(In Person) (In Person)	engaging and effective Symposium poster that showcases your research.
Abstract and Poster Writing Dro	Drop by any time for help	
 4/23/24, 2:00PM - 3:30PM 4/24/24, 2:00PM - 4:00PM 	(In Person) (In Person)	on crafting your abstracts and posters with the UCI Writing Center.
Interactive Poster Work	Bring your digital poster	
 4/30/24, 12:00PM - 1:00PM 5/01/24, 3:30PM - 4:30PM 	(In Person) (In Person)	and receive feedback from UROP staff and peers.
Practice Your Symposium Oral I	Practice your oral	
 5/07/24, 12:00PM - 1:00PM 5/08/24, 3:30PM - 4:30PM 5/09/24, 3:30PM - 4:30PM 	(In Person) (In Person) (In Person)	presentation skills and receive feedback from UROP staff and peers.







BE PART OF SYMPOSIUM AS AN ATTENDEE

Join us, support our student researchers, and be inspired by their accomplishments!

All of the Symposium events are free and open to the public. If you wish to attend the 2024 UCI Undergraduate Research Symposium, please register through the link posted in mid April <u>on our Symposium attendee</u> <u>webpage.</u>

Attendee Registration Opens Mid April (Exact Date TBA) Attendee Registration Closes Mid May (Exact Date TBA)

A summary of our events are posted below:

- May 13-16: Oral Presentation Spotlights
- May 17: Poster and Performance Showcase
 - See page 21 for a schedule of events.

Note about May 17: Various corporations will table at the Poster and Performance showcase. You will have the opportunity to network with these corporations, even as an attendee, so bring your resume/CV and dress your best!

Prepare for your experience at the 2024 UCI Undergraduate Research Symposium with our <u>online</u> <u>2024 Symposium Program</u>!

Our online 2024 Symposium Program details who is presenting, when they're presenting, and the topic of their research project.





POSTER AND PERFORMANCE SHOWCASE

Make the most of your day with us! Stay and enjoy engaging poster presentations, mesmerizing arts performances, corporate tabling and an awards ceremony honoring excellence. Don't miss out on the full experience!

9:00AM - 1:30PM	CHECK-IN FOR PRESENTERS (DOORS OPEN FOR GENERAL ATTENDEES AT 10:15 AM)
10:30AM - 12:00PM	POSTER SESSION A CORPORATE TABLING
12:00PM - 1:30PM	LUNCH (COMPLIMENTARY FOR STUDENT PRESENTERS; AVAILABLE FOR PURCHASE FOR ATTENDEES)
12:15PM - 1:15PM	ARTS PERFORMANCES
1:15PM - 1:30PM	WELCOME MESSAGE FROM UCI PROVOST AND EXECUTIVE VICE CHANCELLOR HAL STERN
1:30PM - 3:00PM	POSTER SESSION B CORPORATE TABLING
3:15PM - 4:00PM	ARTS PERFORMANCES
4:00PM - 4:45PM	AWARDS CEREMONY
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CORPORATE TABLING

What is corporate tabling?

Corporate tabling at the Poster and Performance showcase refers to the practice where various corporations set up information tables at the poster sessions. This is open to both presenters and attendees. The purpose of corporate tabling at Symposium is to provide corporations with the opportunity to interact and network with attendees and student presenters.

Why should I interact with representatives at corporate tables?

Networking offers the chance to establish connections and potentially secure future jobs and internships! Keep in mind that some of these corporations may be actively recruiting for their company, so it's essential to be prepared in case they approach you while you're presenting or you visit their table to learn more about their opportunities.

How do I prepare?

- Dress your best! Business casual attire is recommended.
- Bring copies of your resume or CV to provide to recruiters if requested.
- Research participating corporations in advance to familiarize yourself with their interests (corporate names will be listed on our website soon).
- Create an <u>elevator pitch</u> and practice it with these <u>tips</u> <u>and tricks</u> from the UCI Division of Career Pathways.

Thank you to our corporate sponsors for making this event possible!



RESOURCES

UCI RESOURCES

- <u>UCI Writing Center:</u> Peer tutors are available for drop-in sessions to assist you with your abstracts and posters. Feel free to visit them, even during the brainstorming stage of abstract or poster!
- Abstract Guidelines
- Oral Presentation Rubric/Scoresheet
- Poster Presentation Rubric/Scoresheet
- <u>Presenting Effectively</u>
- <u>Video Upload Instructions</u>
- UROP Symposium Presentation Pitch Training Video
- <u>2023 UCI Undergraduate Research Symposium Poster</u> <u>Presentations.</u>
- <u>2023 UCI Undergraduate Research Symposium Oral</u> <u>Presentations.</u>
- Elevator Pitch Guide by Division of Career Pathways
- <u>Elevator Pitch Video by Division of Career Pathways</u>

OTHER RESOURCES

- Oral Presentation Resources
 - How to give a great presentation
 - How to make a technical presentation
- Poster Presentation Resources
 - <u>Creating effective poster presentations</u>
 - How to create a poster on PowerPoint
 - Making a better research poster

RESOURCES: LOCATION LOGISTICS

May 17: Bren Events Center



- Mesa Parking Structure (pay at Kiosk or by Space)
- 2 Student Presenter/Volunteer Entrance
- **3** General Attendee Entrance
- **4** Berry Terrace (Arts Performances & Awards Ceremony)
- **5** The Anteatery (Off-site lunch option; Concession stand On-site)

THINGS TO KNOW ABOUT THE POSTER AND PERFORMANCE SHOWCASE

Items to Bring as a Presenter:

- Reusable water bottle (water filling stations available in the Bren Events Center)
- Business casual attire with comfortable shoes
- Your poster and/or performance materials
- 📀 A Resume or CV

Note: Avoid bringing backpacks, laptops, or anything large that is not required for your presentation and/or performance! We will <u>not</u> have additional space to store your belongings.

Notes about lunch for all:

- Lunch is **complimentary** for student presenters.
- Lunch is available for purchase for all other attendees.
- Lunch or snacks can be found at the concession stand at the Bren Events Center OR The Anteatery (located across the street from the Bren Events Center).

ADA Accommodations:

If you need any additional accommodations, please reach out to <u>urop@uci.edu</u> so that we can assist you!





FREQUENTLY ASKED QUESTIONS

If I've never done a UROP fellowship, can I still participate in the 2024 UCI Undergraduate Research Symposium?	Yes! All undergraduate students who have engaged in faculty-mentored research or creative activities within the last year are invited to participate in the 2024 UCI Undergraduate Research Symposium.
I'm a UROP fellow, do I still need to register to present?	Yes, you are responsible for registering to present. You must complete both parts of the submission process by their respective deadlines. Group projects should designate one person to register on behalf of the group.
	No student may do more than one in-person individual presentation. If you are involved in more than one individual research project(s), you may present more than one individual project digitally by submitting a 3-minute video per project. These videos will then be included on our online 2024 Symposium Program.
Can I present more than once in person?	 Follow the steps below if you would like to submit a video(s): 1. Submit an individual "presenter registration" application per additional research project (Deadline April 10, 11:59 pm). Submit project information & select "no" for the question that states "Is this an in-person presentation?" 2. Record your 3-minute video through any format you choose (e.g., Zoom recording, Video recording, etc.) & upload it to YouTube. 3. Include your video link(s) to the "Presenter Profile" application(s) (Deadline May 6, 11:59 pm)

FREQUENTLY ASKED QUESTIONS (CONTINUED)

Can I do an in-person individual project and a group project?	Students are limited to one in-person individual presentation & may only present one project. If applicable, students may also participate in a in-person group presentation, in addition to their individual presentation. Please ensure you coordinate your availability between multiple projects you intend to present.
l registered for a poster presentation. What's next?	Create your poster! All undergraduate students with a UCI Faculty Mentor can do a poster presentation, so you do not need to wait to be "accepted". Use the resources above and come to our poster workshops for additional assistance.
l printed my poster. What's next?	Bring your printed poster with you to the Bren Events Center on May 17. If you are presenting during Session A, bring your poster by 9:45 AM. If you are presenting during Session B, bring your poster to the Bren Events by 12:45 PM.
What if I can't make it to my check-in time but can make my session time?	Please try to be as prompt as possible and ensure that you are checked in and ready to present prior to the start of your poster session.
	Wait to be notified if you have been selected as a finalist.
I applied for an in- person oral presentation. What's next?	If you are a UROP fellow and have not been selected as a finalist, you must present an in-person poster presentation. If you are a non-UROP fellow and are not selected as a finalist, you can select if you would like to do an in-person
	Poster presentation in your presenter registration as an alternative option (Deadline April 10, 11:59 pm). Presenting an in-person poster is not required for you.

FREQUENTLY ASKED QUESTIONS (CONTINUED)

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Do I get awarded for being a finalist in a judged oral presentation?	Yes! All finalists in each theme will receive an award signed by UCI Chancellor Howard Gillman! First-place finalists in each theme will receive a \$100 gift card and medal, in addition to an award signed by UCI Chancellor Howard Gillman. Must be present at the Awards Ceremony on Friday, May 17 from 4-4:45 pm to win.
What if I'm not done with my project yet?	Students are not expected to be completely finished with their project. If you do not have final results to share, include preliminary results or expected results in your presentation. If you need further guidance, please make an appointment with a UROP staff advisor.
What does it mean when it asks if I want my poster to be judged?	On May 17 at the Poster and Performance Showcase, judges will be walking throughout the Bren Events Center. If you indicate if you would like your poster to be judged, that means 1) your poster will be scored through a rubric and 2) you will have the opportunity to win a \$100 gift card, medal, and an award signed by UCI Chancellor Howard Gillman. Must be present at the Awards Ceremony on Friday, May 17 from 4- 4:45 pm to win.
Can I nominate a post- doc for an Award?	We cannot accept nominations for post-docs.
I graduated early in the fall or winter of the 2023-24 school year and am a 2023-2024 UROP fellow. Can I present?	Yes! The Symposium is open to recently graduated students who have completed their undergraduate degree within the last academic cycle. However, you are not required to present if you are no longer a current UCI student.

FREQUENTLY ASKED QUESTIONS (CONTINUED)

What is the maximum number of students that can present in a in-person group presentation?	 For in-person oral presentations: There is no maximum number of students allowed. For in-person poster presentations: If you are presenting with an easel, you may have up to 3 students at a time due to limited space. If additional students are involved in the project, you may choose to rotate presentation duties among group members or select up to 3 leads to present throughout the entirety of your session. If you are presenting at a table, there is no maximum number of students allowed.
I presented my project at last year's symposium. Can I present the same project again?	Yes, you can present the same project again in this year's symposium. However, it's important to consider whether any updates or improvements have been made to the project since last year.
I presented at the 2023 Fall Project Pitch Challenge. Can I reuse the video I made for that for the Symposium presenter registration?	Students are welcome to present on the same content/project from Project Pitch Challenge. However, they are expected to submit a new video. It is okay if the majority of the content is similar to the Project Pitch video.
I made a mistake in the "Presenter Registration Form." What do I do?	Do not make a new registration form for the same project. Contact UROP at urop@uci.edu for help.