

APPLICATION

~ *Stetson Showcase* ~

Tuesday April 12, 2016

Use this form to apply to participate in the Stetson University Research and Creative Arts Symposium. Return this form, with supporting materials (abstract, e-mail attachment, nomination letter), to Dr. Kimberly Reiter, Undergraduate Research Committee and Symposium Chair at kreiter@stetson.edu. **The application and all supporting materials are due by Monday, March 28, 2016.**

1. CONTACT AUTHOR

In case of multiple authors, please list on a separate page the names and requested information for all participants. Designate one member of the group as “contact author” for communications with the Symposium organizers.

NAME:

MAJOR:

CAMPUS BOX:

PHONE:

EMAIL:

STUDENT #:

ADVISER:

GRADUATE OR UNDERGRADUATE STATUS:

2. FACULTY LETTER OF SUPPORT: Please include with your application a *short* letter of nomination from a faculty member familiar with your project. This letter should briefly evaluate the caliber of your work, as suitable for presentation in the Showcase. This letter should be signed and sealed by the faculty member.

3. TITLE AND ABSTRACT:

Write a 100-200 word abstract of your work, including a title, your name, your faculty member’s name and other co-authors as needed. This abstract should summarize the work’s essential content. It should be written so as to be understandable by non-specialists in your field. For examples of abstracts from last year’s event, see the 2015 Showcase Program at the Showcase web site, found at <http://www.stetson.edu/other/research/surcas.php>. Please also provide an electronic version of your application and abstract, which should be e-mailed as an attachment to Dr. Kimberly Reiter at

kreiter@stetson.edu . All abstracts should be in Word format and scanned for viruses prior to submission. **Make sure that the electronic version of your abstract includes your name and presentation title.** If you have received funding for your work, please specify the source. If you are a SURE grant recipient, please also specify this in your abstract submission.

4. PRESENTATION FORMAT:

Please choose one of the two formats listed below. Please be sure to check the appropriate format for your presentation. Once selected, your presentation will be scheduled to a location that will accommodate your needs. At the Symposium, you will not be able to change locations, so please carefully select the best choice for your presentation.

____Poster presentation (10 min presentation with 5 minute for questions)

This format includes poster boards that are placards, foldout poster boards, or roll-out scientific posters. You will present your paper to the judges and answer any questions that they or the listening audience may have. ***All posters MUST be set up in the respective location by 8:00 am (morning) or 12pm (afternoon), as judges will be arriving to preview the projects.*

____Seminar-style oral presentation (10 minute strict time limit)

This format may include using a laptop, projector and slides, chalkboard, or video to present your project. A Power Point presentation is one option. Visual aids are not required. You will present your paper to the judges and answer any questions that they or the listening audience may have. **Please specify any special equipment needs you may have. Specify exactly what equipment you will require** (for example: computer access, internet access, projector for powerpoint presentation, slide projector for 35mm slides, DVD player, etc.)

____Creative arts presentation (Up to 20 minutes for performance and explanation)

This format may include using a laptop, projector and slides, whiteboard, instrumentals or video to present your project. Musical and dramatic performance are both eligible, as long as the academic or creative component is explained during the performance. You will present your performance to the judges and answer any questions that they or the listening audience may have. **Please specify any special equipment needs you may have.** (for example: computer access, internet access, computer, piano, multi-media player)

5. FOR SCHEDULING: Although classes are cancelled, are there times on Tuesday, April 12, 2016 when you cannot be present?

Thank you. You will be notified of your time and venue ASAP after the application deadline via campus mail. Any questions, please contact Dr. Kimberly Reiter, Symposium Chair, at kreiter@stetson.edu, or call 822-7541.