



# FROM ABSTRACT TO CONTRACT

Third Annual Research Symposium and Career Networking Event  
Sponsored by the University of Arkansas Office of the Provost

*Presented by the University of Arkansas Graduate School and Career Development Center*

## Instructions to Students:

- Online registration for the From Abstract to Contract Research Symposium must be completed by Tuesday, December 1, 2009.
- Abstracts can be up to 300 words, and must be pasted into the online registration form.
- Once you have submitted your abstract and registration, you will receive a confirmation e-mail that your entry has been submitted.
- **Just because your abstract and registration has been submitted, it does not mean that you have been accepted to participate.**
- You will receive an additional confirmation e-mail regarding your acceptance into the symposium by Tuesday December 15, 2009.
- **If you do not receive an e-mail confirming your acceptance**, you must contact Crystal Hunnicutt at the Career Development Center ([chunnicu@uark.edu](mailto:chunnicu@uark.edu)) for more information.

## Poster Instructions/Guidelines:

- Posters can be **up to** 70 inches long by 40 inches tall (landscape).
- Poster boards will be provided to display posters and will be sitting on top of tables.
- Bring your own pushpins/thumbtacks/tape, etc. to mount your poster, these items **will not** be provided by the symposium organizers.
- Posters should be legible from a minimum distance of 5 feet.
- You will be judged on the organization/layout/appearance of your poster as well as your presentation of the information and ability to answer questions about your research.
- The evaluation form that will be used to judge your poster presentation is located on this website.
- If you do not have the resources available in your department, posters can be printed for a reduced cost. Please e-mail Diane Cook ([dlcook@uark.edu](mailto:dlcook@uark.edu)) for more information.

## The day of the event:

- Posters must be brought to the Alltel Ballroom in the Arkansas Union and displayed between 9:00 – 10:00am on Friday, February 12, 2010.
- Posters not properly displayed by 10:00am will be penalized in the judging process.
- Judging hours are from 1:00 to 3:00 pm --you must stand by your poster and be available to answer questions from judges from until all posters in your group have been judged.
- You will give a 3-minute presentation to judges, followed by questions/answers. We have allowed eight minutes total per student.
- The competition will be open to the public, so while you are waiting for judges you will present to others who visit your poster.
- If you do not arrive on time or leave the judging early, you will be penalized.
- In the event that you cannot make these time requirements, prior arrangements acceptable to the organizers must to be made **before** the day of the event.
- Excuses the day of the event will not be considered.
- Dress professionally. This is a research symposium and your presentation/poster will be judged by faculty and student judges. How you present yourself and your research are both important.