Traditional and Virtual Poster Guidelines

Overview

The 2011 North Dakota Cyberinfrastructure Conference will host a Traditional Poster Session during the conference lunch hour on Thursday, March 3, 2011. The poster session is open to undergraduate and graduate students enrolled in any NDUS institution, or North Dakota Tribal college or university.

The purpose of this poster session is to allow students an opportunity to share and receive statewide recognition for their research accomplishments. Students who have contributed to a research project are invited to submit a conference poster summarizing the project. Students are welcome to submit posters in either traditional format or in a virtual format. More information about these formats is outlined in the *Poster Requirements* section below.

A limited amount of time is available for the Lunch Hour Poster Session. Traditional Posters submissions will be accepted on a first come, first served basis. However, the number of Virtual Posters submissions accepted is not limited.

The conference poster session will take place during the conference lunch from 11:50 a.m. to 1 p.m. Central Time (10:50 a.m. to 12 p.m. Mountain Time). Traditional posters will be presented live via multipoint videoconference to participating sites across North Dakota. Virtual posters will be featured on the conference Web site and may be displayed during the conference.

Eligibility

- Undergraduate or graduate students enrolled at any NDUS institution or North Dakota Tribal college or university
- Research/Faculty members are invited to approve and serve as a reference for work featured in a student's poster.
- Discussion of research topic must elaborate on how *Cyberinfrastructure* played a role in collaboration, collecting data, analyzing results, or disseminating results. Alternatively, poster presenters may discuss how cyberinfrastructure may be incorporated into similar research projects in the future. Failure of the submitter to adequately address cyberinfrastructure in the submitter's abstract will cause the submission to be rejected

Quick Definition of Cyberinfrastructure: *information technology that makes research possible*. Or as defined by NSF – http://www.nsf.gov/pubs/2007/nsf0728/nsf0728_1.pdf

Submission Information

Students and faculty who are interested in participating in the Lunch Hour Poster Session must complete the conference registration form on the conference Website:
http://registration-ci2011.ndepscor.nodak.edu
Please be sure to indicate interest in submitting a poster by checking the associated box on the registration form.

All poster session materials must be submitted electronically by **Friday, February 18, 2011**. No materials will be accepted via fax or mail. Poster abstracts and final poster materials, including electronic copies of traditional posters, must be submitted to the NDSU Institutional Repository. Instructions for submitting poster session materials can be accessed on the conference Web site:
http://ci.ndepscor.nodak.edu/2011/popout-guidelines.html

Poster abstracts should concisely summarize the research project in 100-200 words. Abstract content should include:

- Introduction
- Hypothesis
- Method
- Predicted or Actual Results
- Summary/Conclusion

Poster session participants are strongly encouraged to thoroughly review and edit abstracts and final poster session materials prior to submission in order to ensure that they are free of grammatical, spelling and other errors.

Poster Requirements

Students who want to present their research live during the conference are encouraged to develop a **traditional poster** for their presentation as if it would be printed and mounted on a traditional display board. Students who are not able to present their research during the conference or want to present their research in an alternative way (e.g., using video or a PowerPoint presentation) are encouraged to submit a **virtual poster**.

Students who submit a proposal for the live traditional poster session may construct a traditional poster display. However, presentation space will NOT be provided. Instead, the poster will be displayed as a PowerPoint slide during the live Lunch-Time presentation period.

Traditional Posters:
In order to allow all sites to view content, you will be required to submit a single PowerPoint slide containing your Poster's content. A second slide containing additional information (such as a chart or graph) may be submitted for inclusion in your presentation as well. The maximum number of PowerPoint slides that you will be allowed to submit as a Traditional Poster presenter is Two. These slides will be sent as videoconference "content" to all participating sites and can be advanced on cue from the presenter.

Traditional live poster presentation will be prefaced by an introductory slide displayed for all participating conference sites. Your presentation slides will follow that introductory slide.

Please do not submit hard copy materials or your poster display board! All content will be archived online as part of the Conference proceedings.

You are strongly encouraged to schedule a rehearsal prior to the event so you can become comfortable with presenting via videoconference. Please communicate directly with your videoconference site coordinator to assist you in scheduling this rehearsal between February 23 and March 1. Be sure to check transmission of both video and audio to ensure a quality presentation for the participating sites.

Poster Content Guidelines:
Students who plan to submit a traditional poster or virtual poster should keep the following content and technical guidelines in mind when constructing poster materials.

- Include the title, author(s), affiliation(s), and a description of the research that highlights the major elements of your work. The poster should provide brief statements consisting of an introduction, method including subjects and procedures, results, and conclusions.
- Minimize detail and try to use simple jargon-free language. Your final conclusions should leave observers with a concise statement of your most important findings.
- Do not overwhelm the viewer with excessive amounts of information. Rather, create a poster that enhances conversation about your research.
- If you include text, it should be neat and large enough to read via videoconference. Avoid simply displaying a set of typed pages—be creative!
- Poster Display
  - **Traditional Posters** – Images, tables and figures are amenable to traditional poster display.
  - **Virtual Posters** – Video, audio, images, tables and figures are amenable to virtual poster display.
- Length of Poster Presentation
  - **Traditional Posters** – Lunch-time presentations should be no more than 2 minutes in length.
    (Note: The presentation length may increase or decrease based on number of submissions).
  - **Virtual Posters** – Maximum length of the presentation is 2 minutes.

Technical Guidelines for Virtual Posters:
- Virtual posters may be submitted in video format, PowerPoint, or PDF. Permission to use other formats must be obtained in advance from Stephen.Beckermann@ndsu.edu
- Video virtual posters must be submitted as .mov, .wmv, or .avi files.
- Preferred dimensions for video virtual posters are 720x480 or 640x480.
- The maximum acceptable size for video virtual posters is 100 MB.
- PowerPoint virtual posters that include audio (self-presenting) should be saved as a video file or packaged for CD.
- PowerPoint virtual posters without audio (presented live) and PDF posters should be presented live from the presenter's videoconference site during the videoconference poster session.

Poster Presentation

Traditional posters will be presented at the North Dakota Cyberinfrastructure Conference on Thursday, March 3, 2011. Traditional poster presentations will be delivered via multipoint videoconference during the conference lunch hour from 11:50 a.m. to 1 p.m. Central Time (10:50 a.m. to 12 p.m. Mountain Time).

Because this event includes multiple individuals and locations, it is essential that participants with traditional posters are at their local videoconference site and prepared to present no later than 11:45 a.m. Central Time (10:45 a.m. Mountain Time).

Videoconference testing and rehearsal will take place from February 23 through March 1. If you are presenting a traditional poster, you will need to coordinate with your campus videoconference site facilitator to schedule a rehearsal for your presentation during that time.

Contact information for your videoconference site facilitator can be accessed at: http://ci.ndepscor.nodak.edu/2011/committee.html

Virtual Posters will be featured on the North Dakota Cyberinfrastructure Conference Web site and may be displayed at various times during the conference.

Information Release & Disclaimer

Posters must be original in content. The author(s) of the poster are responsible for obtaining requisite permissions to release information presented in the research poster. By participating in the North Dakota Cyberinfrastructure Conference Lunch Hour Poster Session, the author(s) grant permission to the Cyberinfrastructure Conference sponsor and its affiliates to publish and release, in whole or in part, information about participant research, participant photographs and video, institutional affiliation, and other such information for audio, video, print and Web media.

Contact Information

Questions about the North Dakota Cyberinfrastructure Conference Lunch Hour Poster Session should be directed to Kim Owen.

Kim Owen
kim.owen@ndsu.edu
(701) 231-9522

Important Dates and Deadlines

January 17, 2011 ....Conference registration opens for general participants and poster session participants.

February 20, 2011 ....Registration deadline for general participants and poster session participants. The registration form must be completed and submitted on the conference Web site: http://ci.ndepscor.nodak.edu

February 18, 2011 ....Final poster materials must be submitted electronically to the NDSU Institutional Repository.

Feb. 23 – Mar. 1, 2011..........Participants presenting traditional posters must schedule a live videoconference rehearsal of individual presentations.
(Please work with your videoconference site facilitator to reserve a videoconference room for this purpose.)

March 3, 2011.......................Traditional posters will be presented from 11:50 a.m. to 1 p.m. Central Time (10:50 a.m. to 12 p.m. Mountain Time) via multipoint videoconference to all participating sites.