Application Guidelines
California State University, Dominguez Hills will hold its 12th Annual Student Research Day 2017 (SRD ‘17) on February 15&16, 2017.

The goal of this annual event is to promote excellence in undergraduate and graduate scholarly research and creative activity by recognizing outstanding accomplishments of our students and their faculty mentors.

**WHO MAY APPLY**

Undergraduate or graduate students currently enrolled at CSUDH, as well as alumni/alumnae who received their degrees in Spring, Summer, or Fall 2016 are eligible. The research presented should be appropriate to the student’s discipline and career goals. Presentations from all disciplines are invited.

The following categories have been identified for student presentation sessions:

- Behavioral and Social Sciences
- Biological and Agricultural Sciences
- Business, Economics, and Public Administration
- Creative Arts and Design
- Education
- Computer Science
- Health, Nutrition, and Clinical Sciences
- Humanities and Letters
- Physical and Mathematical Sciences
- Interdisciplinary

**HOW TO APPLY**

Instructions for student applicants:

1. Obtain a verbal approval and the email address of the faculty member who is your research mentor. You will enter this email address on your online abstract submission. Ask your faculty research mentor to approve your abstract once you submit it.

2. Select a presentation format from the following three categories:
   a. **ORAL PRESENTATION**: If you have completed your project, or have achieved a significant milestone and demonstrable results, you may give an oral presentation. Both an abstract (due on December 8th) and a supplemental document (due on January 10th) are required.
   b. **POSTER PRESENTATION**: If your project is still underway, or is a part of a larger project, you can present the status of your contribution in a poster format. An abstract (due on December 8th) describing your project is required.
   c. **ROUNDTABLE DISCUSSION**: If you are getting started in your project and do not have results or outcomes to share, you can discuss the work you are doing with other students in a roundtable format, moderated by a faculty member. An abstract (due on December 8th) describing your project idea is required.

3. Follow the application and submission guidelines in the selected presentation format category below (ORAL or POSTER or ROUNDTABLE).

All abstracts must be submitted by December 8th, via the Online Application and Submission System [http://csudh.infoready4.com](http://csudh.infoready4.com)

If you select an ORAL PRESENTATION, you must submit a supplementary document, which includes results of the project, by January 10th, via Online Application and Submission System.
A. ORAL PRESENTATION (POWERPOINT)

Oral presentations provide a forum in which authors can share research or project results to a large audience of peers. If you have completed your project, or have reached a significant milestone on the way toward publishable work, you can qualify to give an oral presentation at Student Research Day. If your application is selected in this category, you will be assigned to a specific session and a time slot, and allowed no more than 10 minutes to present your project as a PowerPoint presentation.

In order to be considered for an oral presentation you must submit:
- an ABSTRACT due on December 8th
  AND
- a SUPPLEMENTAL DOCUMENT due on January 10th
ORAL PRESENTATION APPLICATION REQUIREMENTS:

In order to be considered for an oral presentation at SRD ‘17 you have to submit your project 
**ABSTRACT** by December 8th AND a **SUPPLEMENTAL DOCUMENT** by January 10th. To be considered for the CSU state-wide competition, a **PROJECT SUMMARY** (see below) is required by February 15.

**ABSTRACT (max 300 words) - due on December 8th**

The abstract format depends on your discipline of study, but here are some general categories of elements most abstracts include:

- A statement of the issue or problem leading to the need for research/study/project
- A statement of the purpose of the research/study/project
- A description of the approach or methodology used and, if applicable, data collected
- A discussion of the results, products or themes identified
- A conclusion and future directions

You can structure the abstract based on your oral presentation, which should consist of the following four sections:

- Introduction: Significance and Goals
- Methodology
- Results and Discussion
- Conclusions and Future Directions

Below is a link to a useful website where you can learn more about writing abstracts:
[http://writing.wisc.edu/Handbook/presentations_abstracts.html#whatis](http://writing.wisc.edu/Handbook/presentations_abstracts.html#whatis)

Once you have created the abstract and you are ready to submit it, follow the **ABSTRACT SUBMISSION INSTRUCTIONS**.

**SUPPLEMENTAL DOCUMENT - due on January 10th**

To be considered for an oral presentation, an additional document must be submitted to demonstrate that the work being presented has reached a significant milestone. That document can take one of the following forms:

a. **PROJECT SUMMARY**. A written project summary (up to 5 pages double spaced) consisting of the following sections:
   1. Background and Significance
   2. Goals of Research Study
   3. Methodology
   4. Results and Discussion
   5. Conclusion
   6. Future Directions

b. **RESEARCH PAPER**. Research that is performed as part of a class project often results in a paper detailing the results of that research. This paper may be submitted for consideration for an oral presentation.

c. **POWERPOINT PRESENTATION**. Student projects are often presented in the form of a PowerPoint presentation. Such a presentation, which includes the results of the project, may be submitted for consideration for an oral presentation.

Submit your **SUPPLEMENTAL DOCUMENT online** to SRD ‘17 ORAL PRESENTATION SUPPLEMENT SUBMISSION by January 10th.
B. POSTER PRESENTATION (36x48)

Poster presentations will be made to members of the campus community attending the event. Poster presentations are an effective forum for the exchange of information and a means to communicate research. Posters may be displayed for individual research projects, creative projects, applied projects, class projects, group projects, or for faculty-led research with student participation. If your research project is still underway, or if it is a part of a larger project, you can present the status of your contribution to the work in a poster format. Additionally, students who do not wish to present their research orally may elect to present their findings in visual form. For each poster, an abstract describing the project is required containing a statement of the issue or problem leading to the need for the research.

Once you are selected to present, you will be assigned to a poster session and a time slot. You will have to create a 36x48 (standard size) poster. If you do not have a poster board, please contact the Office of Graduate Studies and Research in WH D-445.

In order to participate in a Poster Presentation session, you must submit: an ABSTRACT due on December 8th.
POSTER PRESENTATION  APPLICATION REQUIREMENTS:

In order to participate in a poster session, you must submit an abstract by December 8th.

ABSTRACT (max 300 words) - due on December 8th

The abstract format depends on your discipline of study, but here are some general categories of elements most abstracts include:

- A statement of the issue or problem leading to the need for research/study/project
- A statement of the purpose of the research/study/project
- A description of the approach or methodology used and, if applicable, data collected
- A discussion of the results or products or themes identified
- A conclusion and future directions

You can structure the abstract based on your poster presentation, which should consist of the following main parts:

- Introduction: Significance and Goals
- Methodology
- Results and Discussion
- When available, conclusions about the implications of the research in regards to a larger study and future directions
- Future Directions

Here is a very useful website to learn more about writing abstracts:
http://writing.wisc.edu/Handbook/presentations_abstracts.html#whatis

Once you have created the abstract, use instructions below to submit.

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**SRD’17 ABSTRACT SUBMISSION INSTRUCTIONS**

**Deadline: December 8, 2016**

1. Make sure that you have the abstract, your research faculty mentor name and email address and your toroMail username and password ready.

2. On the [Online Application and Submission System](#)
   a. select SRD’17 ABSTRACT SUBMISSION
   b. select Apply
   c. select Cal State Weblogin
   d. login in using your toroMail username and password
   e. follow the prompts and complete the fields in the online form
   f. once you completed all the required fields and checked in they are correct, select submit

3. Email your research faculty mentor requesting to approve your abstract online.
C. ROUND TABLE DISCUSSION

Roundtable presentations are among the most flexible format offered at the conference. While each session may look quite different from the next, they all allow for extended discussion among a small group. Roundtables are excellent venues for giving and receiving targeted feedback, engaging in in-depth discussions, and meeting colleagues with similar interests. If you are just getting started on your project, or are new to research programs, you can discuss the work you are doing in a roundtable format, moderated by a faculty member. Although roundtables rely heavily on discussion, this does not negate the need for advance preparation. You should prepare a five-minute description of your project idea or progress to share with other participants of your session.

In order to be considered for a roundtable presentation you must submit:

an ABSTRACT due on December 8th
ROUNDTABLE DISCUSSION APPLICATION REQUIREMENTS:

In order to participate in a roundtable discussion session, you must submit an abstract by December 8th.

ABSTRACT (max 300 words) - due on December 8th

The abstract format depends on your discipline of study, but here are some general categories of elements most abstracts include:

- A statement of the issue or problem leading to the need for research/study/project
- A statement of the purpose of the research/study/project
- A description of the approach or methodology used and, if applicable, data collected
- A conclusion and future directions

You can structure the abstract based on the roundtable description of your project, which should consist of the following:

- The main objective and rationale of your project
- The methods you will use/have used to accomplish your objectives
- If applicable, expected results

Once you have created the abstract use the instructions below to submit.

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2. On the Online Application and Submission System
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