



## ***Symposium Management System***

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All presentations should be *initiated online by a faculty sponsor/mentor* by .

Deadlines will be enforced and *incomplete submissions risk removal from the final program.*

—talk, poster, or both—is set by the faculty sponsor.  
is set by the faculty sponsor.

The ***Primary Contact*** for *adding all additional authors* (including their faculty mentor(s) when applicable) and working closely with the other authors to ensure all information is correct and submitted by the appropriate deadlines.

- Names of *Drag names into their proper order.\**
- Final
- Funding & Acknowledgments
- Institutional Compliance (IRB or IACUC info)
- *Faculty sponsor approval*



Natural Science, Allied Health, and Engineering Posters will be presented in-person during specially designated poster sessions.

1. Posters should be designed by . This size allows posters to be hung on Symposium foam boards and to fit in acrylic frames for display following the Symposium. *Do not use 42" x 31" or 41" x 31"*.
2. Larger format posters must be approved in advance by contacting the Symposium coordinators by March 26<sup>th</sup>.
3. Ask your faculty mentor for content advice, a template (PowerPoint), and high-resolution university graphics.

Arrange to have your poster printed by your faculty sponsor/mentor or course director.

1. Each poster will be assigned a numbered ea