**What is the GRS?**

Held annually each spring, the Graduate Research Symposium (GRS) allows DU grad students from all areas of study to showcase research and other forms of scholarship to faculty, peers, and the local community. GRS consists of a poster session and oral podium presentations. The GRS also now has a virtual presence with online posters and videos hosted on Symposium by Forager One. Participants in the GRS are eligible for several monetary awards.

**ELIGIBILITY AND HOW TO APPLY**

**Who is eligible to participate in the GRS?**

The GRS is open to DU graduate students from all disciplines who have completed or are in the process of completing individual or collaborative research as part of a course or path of study or specialization.

**How do I participate in the GRS?**

Participants must submit an abstract and information by the deadline specified on our main page. Registration typically opens late fall semester and the deadline is usually about one month from the event (which takes place in March).

Registration will include:
• Student contact info + program, school, year.
• Faculty Advisor name & email.
• Group members' names/info (if applicable).
• Title of your project and an abstract (max. 350 words)
• If you would like to participate in the poster session (all are accepted), be considered for an oral podium presentation, or both.

**Does my project have to be from the semester during which the GRS occurs?**

No. We accept projects from either semester, as long as your work was completed as a student at Duquesne.
My research or project is not yet complete. Am I still able to submit an abstract?
Yes. Your project does not necessarily have to be complete at the time of submission or when you present.

**PROJECT QUESTIONS**

**What kind of research/projects are accepted?**

Most presentations are based on projects associated with a class taken at Duquesne. Many students build presentations around projects from class, research papers, a thesis, service project, etc. We accept individual and group presentations from all disciplines in the form of a poster or oral presentation. Due to time limitations, we limit the number of students who present orally. However, all students who submit a valid abstract will be accepted to the poster session. The online abstract submission allows individuals & groups to register for the symposium.

**Can group work be presented at the symposium?**

Yes! Research and scholarship often involves peers and collaborators. If you are submitting a group project, please choose ONE group member to register on the group's behalf. This person will act as the "group leader" and will be in charge of forwarding any communication to the other members. Please use caution when filling out the registration form, because the information provided may appear on name tags, programs, and other printed materials.

**I'm planning on presenting my project at another symposium. Am I allowed to use the same project for the GRS?**

Yes. The GRS is a great venue to practice for upcoming symposia or other professional events. Please note: if the other conference has different poster dimensions, you MUST inform the Office of Student Research at the time of submission or no later than the deadline in order for us to accommodate you.

**Do you accept projects in formats other than posters?**

Yes! The GRS celebrates research and scholarship from all disciplines. We realize that not all forms of scholarship are best represented in a poster format. Over the years, we have had a variety of creative displays of scholarship. From instrumental performances of original compositions to slideshows on laptops displaying photographs from service projects, we try our best to accommodate your work.

**Does my research project require Institutional Review Board (IRB) review/approval?**

If you are interacting with human subjects or analyzing data from human subjects, your research will need to be reviewed before you begin your project. If you are uncertain about whether your project needs reviewed, please contact one of the IRB review faculty in your school to discuss the details of the project. If it is determined that your research does need review, you should allow for 20 - 45 days depending on the type of review. Developing your skills as a researcher requires good ethical practices, including how best to engage with the IRB process. If IRB is required, you will also need to complete the CITI Training on ethical research practices. To learn more about the IRB at Duquesne University, including the CITI Training, visit http://www.duq.edu/mentor. The institution ID is duq and you can login with your multipass credentials. There is a great deal of information about CITI and the IRB submission process. Also, it will be important to work closely with your faculty advisor who can help you navigate the process.

**Poster Presentations**

**What dimensions should my poster be?**

Posters must be NO LARGER than 36" (tall) by 44" (wide). Students are required to share a corkboard or triangular display with one other student or group project. Therefore, it is important to stay within the dimensions to avoid having to overlap projects.

**My project requires me to set up supporting material. Can I have a table to display this?**

Yes. The online submission form will have a place to indicate Special Requests.

**How will I know where to set up my poster?**

Each participant is assigned an abstract number in the weeks leading up to the symposium. It's important that students check their email regularly for instructions and other information. Corkboards and tables will be labeled during the GRS set up.

**Where can I get my poster printed on campus?**

* If you choose to have your poster printed, you can do so on campus at the Copy Center, located in the basement floor of Fisher Hall across from the elevators. Due to the high volume of participants, posters should be turned in to the Copy Center 7 days in advance of the GRS. This will help ensure timely and accurate delivery.
* A 36" by 44" poster will be around $48. If your department is paying for the poster, the email MUST include a budget number, and whoever supplied that number MUST be CC'd in the email. If you are paying by cash or check, you should state that in the email. The copy center CANNOT ACCEPT CREDIT/DEBIT or PCARDS. The cost for printing is $1 per inch for the longer side so a 36" by 44" inch poster will be $44.
* Posters should be submitted in Power Point format but pdf's are also accepted. Poster must be designed to the actual printed size (more on their website). Please name your file: 2022URSS-LASTNAME. Please submit all posters to the copy center via this email: copycenter@duq.edu.
* Note: The Office of Student Research and Innovation does not handle poster printing. Questions regarding this should be directed to the copy center 412-396-5802.

**Oral Presentations**

**Who is eligible to give an oral presentation?**

Oral presenters are limited and are selected in advance by a peer review committee. If you are interested in giving an oral presentation, there will be a box to check on the online submission form. Abstracts from students who indicate that they are interested in orally presenting will be reviewed anonymously. Oral presenters will receive notification of their acceptance or rejection in the weeks following the submission deadline.

**If I am selected to orally present, am I required to also participate in the poster session?**

YES! Judges will view posters both online and in-person, and having a visual is a great way to explain your research.

**What is the set-up of the oral presentation sessions?**

The Oral Presentation sessions consist of a podium with a microphone, an audience, and a screen for power points or other media. The podium contains a computer and audio capabilities.

**What is the time limit for my oral presentation?**

Oral presentations are limited to 15 minutes. We suggest that you build a little time into your presentation for Q & A.

**The Virtual Symposium**.

**What are the features of the virtual symposium?**

The Symposium by Forager One is a platform that allows students to feature virtual posters and video presentations.

**Do we have to comment and participate online?**

Throughout Graduate Research Week you should interact with posters online by using the comment function. Be sure to check your email for updates and answer any questions from peers or judges.

**What should I include in my 2-3 minute video?**

Your video should include an explanation of your research. This is your opportunity to practice and perfect your elevator speech, preparing you for live interactions in person.

**How should I record my video?**

We recommend recording your video using your computer's camera, the recording function on Zoom, or using your phone (just be sure that your phone is "landscape" style).

**How do I upload my virtual poster and video to the Symposium by Forager One site?**

• Upload your video to YouTube as an "Unlisted Video".
• Save the link to your video.
• The ORI will send instructions to all participants following the abstract deadline, including a link to the form that will be used to submit your information to Symposium by Forager One.
• You will need the following to complete your upload:
1. Link to your YouTube Video
2. Authors of Project
3. Title of Project
4. Abstract
5. A pdf copy of your poster

**When will the Virtual Symposium take place?**

The virtual GRS will be available Monday – Friday of the event week, 24 hours per day. A schedule of the online workshops will be posted closer to the time of the event.

**Virtual Poster Sessions**

The Virtual Poster Session will take place on an online platform Symposium by Forager One.
Create a pdf. of your poster.
Create a 2-3 minute video or audio explanation to accompany the poster. Students will upload their videos to YouTube and then share the unlisted YouTube link with us (instructions will be sent out to participants).
Posters and accompanying videos will be uploaded by YOU no later than one week prior to the event. Upload instructions will be sent out to participants.
Peers, faculty, and staff will comment throughout the week asking questions and encouraging responses.

**Oral Presentations via Zoom**

Live oral presentations (15 minutes each) will take place throughout the week via zoom. Schedule TBD.
If you are selected to give an oral presentation, you will be invited to submit a paper for publication in the URSS Proceedings published in the DU Scholarship Collection.
Oral presenters are chosen by a peer selection committee. Slots are limited. You will be informed sometime after the deadline whether or not you have been selected.

**General Questions**

**When will I find out if I have been accepted to participate in the poster session?**

All graduate students who submit a valid abstract are accepted into the poster session. We will inform you if there are any issues with your registration. Once the submission deadline has passed, you will begin to receive email correspondence from us with further instruction.

**Awards and Judging**

**What sort of awards does the GRS have to offer?**

Thanks to our generous departmental and organizational sponsors, there are several monetary award opportunities for student participants. Check out our awards page for more information.

**How are the awards judged?**

Judges representing various departmental and organizational sponsors will be given the abstracts in advance of the event. After the mandatory set-up the evening before the GRS, the judges will have the opportunity to view posters without the students present. At this time, some judges choose a select number of posters belonging to groups or individuals who they would like to talk with the next day. The day of the symposium, judges will also be present to interact with student. Judges will also view virtual posters online. Please note that due to the volume to presenters, not all students will get the chance to speak with judges in person.

**I won an award at the GRS. How do I collect my winnings?**

A representative from the sponsoring award will reach out to you via email  if they need additional information in order to process the award checks. Checks will be processed in the weeks following the event.