

ABSTRACT, ORAL & POSTER PRESENTATION INSTRUCTIONS

NORTH CAROLINA A&T STATE UNIVERSITY
January 24-26, 2025

ABSTRACT GUIDELINES

Your Abstract will be published in the Conference Program Booklet if submitted on time. Only one abstract submission per student. When submitting your abstract, please adhere to the following guidelines:

- No longer than 200 words in length. Note: Abstract texts will be a single paragraph, left aligned, on one page with 1” margins with 12pt Times New Roman font, and
- In the body of the abstract, include statement of the research problem, hypothesis, importance of the research, research methods, and results.
- Do not include references or in-text citations in your abstract.
- Note: We may or may not be able to Italicize genus/species names following scientific conventions.
- Abstracts must be approved by your faculty mentor and your program before submission.
- Be sure to double check for grammatical errors as the abstract will be published in the way it is submitted.
- Abstracts via Profile Form must be received by January 10, 2025 by 5pm (EST).
- NOTE: Submissions that are emailed or past the deadline will not be accepted. We highly encourage you to submit you’re abstract in advance.
- Information requested on from along with your abstract
 - ❖ McNair Scholar Name (First Name, Last Name):
 - ❖ Presentation Title:
 - ❖ Presentation Field/Area(s):
 - ❖ Mentor Name:
 - ❖ Mentor Title and Email
 - ❖ Keyword(s): no more than three
 - ❖ University/College Name:
 - ❖ Presentation Type (Oral or Poster)
 - ❖ **Submit your Abstract to https://bit.ly/2025_REM_ABSTRACTS.**

POSTER PRESENTATION GUIDELINES

Posters will be displayed in person on easels around the conference center. We will provide push pins to affix your poster. The number of your assigned poster board will be found in the conference booklet. At the completion of the conference, please take your posters with you. We will also display your poster on the conference website.

POSTER FORMAT AND CONTENT

- Use Microsoft PowerPoint to create your poster. The appropriate measurement of 40" x 40" (if square) and the maximum size of 56" x 42" (if horizontal) is suggested to maintain visible resolutions for items on website.
- **Section Suggestions:**
 - Title (with names of authors and affiliations)
 - Introduction/Objectives/Problem/Hypothesis/Research Question(s))
 - Methods
 - Results
 - Conclusion
 - References
 - Acknowledgements
 - Contact information
- **Organization and Format Specifics:**
 - Your research objective and question(s) should be in a prominent place.
 - Keep all elements of a section close to one another, and place captions close to their graphics.
 - Graphics and charts are allowed to convey relevant information. Please use high resolution images. Images should not be under 100 pixels per inch. Anything less than will look pixelated through the screen sharing feature on Zoom.
 - Posters generally contains about 1,000 words or 250 per section.
 - Use Times New Roman or Arial font. No font should be smaller than 24pt size.
 - All text should be left aligned. It is okay to use bold and/or italics for necessary emphasis.

Please submit your POSTER as a PDF. We are attempting to include all Posters on the conference website prior to your presentation. If not submitted with this form, we will not be able to include it. We will not accept email submission or updates.

Please use the following nomenclature for the filename: Last Name_First Name_PresentationField_2020

Ex: Jackson_Ashlee_Biology_2020

File format: PDF

BEFORE SAVING AS A PDF FILE:

e-Poster size in pixel: 1080 width x 1536 height – portrait orientation

e-Poster size in cm: 38,1 width x 54,2 height – portrait orientation

Font size: ≥16

*IMPORTANT: These sizes are important in order to maintain the correct resolutions for viewing and sharing your poster on the website and on your screen through the screen-sharing software.

ORAL PRESENTATION GUIDELINES

All oral presentations will be conducted in person at the N.C. A&T State University Student Center. We ask that you have your presentation prepared prior to the conference deadline via PowerPoint, Canva, or your preferred presentation platform.

The student center will have a projector and screen sharing capabilities to display your presentation. **You are responsible for presenting your own slides.** Please bring your presentation on a flash

drive. Have 2 backup copies, should the AV fail (i.e. email the presentation to yourself, and always have a printed hard copy of your slides should you need to present without technology.) There is no need to bring a laptop. There will be technical assistance available.

Please plan on arriving at least 15- 20 minutes prior to your scheduled time. If for whatever reason, you are late or miss your scheduled time, you will not be able to present.

The presentation time frame is 10 minutes, with 5 minutes for Q & A. There will be a room moderator in each room who will introduce you and facilitate the discussion. They will also let you know if you are running over time.

IMPORTANT NOTE: The NCATSU McNair Scholars Program Staff asks that participants and presenters refrain from recording or copying any portion of the presentation and conference materials. If you need further clarification on this matter please email Ms. Jemia Wilson at jwilson@ncat.edu.