SCCUR PRESENTATION & ABSTRACT SUBMISSION PROCESS AND GUIDELINES

The 2003 Southern California Conference on Undergraduate Research (SCCUR) will take place on November 22, 2003, at the UC Irvine Student Center from 8 a.m. to 5:00 p.m. Here is an in-depth look at the process of submitting your presentation information and the different presentation formats.

**PRESENTATION & ABSTRACT SUBMISSION FORM PROCESS**

- Undergraduate students who wish to present their faculty-mentored research or scholarly/creative activity at SCCUR must complete the Presentation & Abstract Submission Form. Completion of this form is due no later than **Monday, October 13, 2003**.

- On the form, submitters will indicate the number of student presenters and the number of mentors associated with their particular project and presentation. Submitters will also be asked to provide information on themselves, their mentor(s), and other undergraduate presenters, if applicable. This includes identifying whether presenters and faculty mentors are high school students or mentors, community college students or mentors, four-year college or university students or mentors, or UC Irvine students or mentors. Please note that in the case of group presentations, only one submission per project is needed.

- Next, student presenters will also be asked to upload/attach an electronic version of their project's abstract. They will also be asked to indicate whether their faculty mentor(s) has approved the abstract. In the heading of the abstract, please include any additional undergraduate co-authors who are not presenting at SCCUR. For more details, please review the Abstract Guidelines.

- Submitters will also be asked about the details of their presentation, including the title of the project/presentation, whether it's an oral or poster presentation, the area of research for the project, and the equipment needed for the presentation.

- A confirmation via e-mail will be sent to the student presenter(s) and faculty mentor(s) once the submission has been received. This confirmation will include a code that allows them to access and update the submission. The e-mail will also include a Web site link with the code already embedded so they can easily access the submission. Any edits will need to be completed by the deadline for submission, which is **Monday, October 13, 2003**.

- Once the deadline for submission has passed, the review process will start.

- Once the review is complete, student presenter(s) and faculty mentor(s) will be sent an e-mail notifying them if the submission was accepted, not accepted, or needs modification (which will need to be completed immediately) before a final decision can be made. This should be received by **Friday, October 24, 2003**. It will also prompt student presenter(s) and faculty mentor(s) to register for the conference, if they haven't already done so, and ask them to send e-mail invitations to any guests that they wish to invite through an automated system. These e-mail invitations to guests will introduce them to the conference and invite them to register. Faculty mentors can also invite their colleagues to register. Once a presentation has been scheduled, student presenters, faculty mentors, and their guests associated with that particular presentation will receive a final e-mail notification about the time and place of the presentation and directions to the conference site.

**PRESENTATION FORMAT SUBMISSION GUIDELINES**

**Poster Presentations**

Poster presentations are displays on poster boards. Instead of a board, poster presenters can request a table to display objects including models, devices, or artwork. Poster boards must be 3' or 4' (height) by 4' (width). These can be purchased at a stationery, office supply, or art supply store.

Presentations should be prepared on poster board in advance. If this is not possible because of difficulty...
transporting your poster board, poster board can be requested for the day of the conference. Please note that we are providing only 3’ (height) by 4’(width) sized poster board. Pushpins, glue, and other materials needed to assemble the poster board will be provided (a room for poster assembly will also be available).

Presenters must be available to discuss their displays during their assigned poster session. A few specifics on the poster boards include: posters must be readable from at least three feet away, the presentation title must be at least two inches high, and beneath the title, the name(s) of the student author(s), faculty advisor, and home institution must be at least one inch high. SCCUR reserves the right to cancel a presenter’s poster session if the above requirements are not met. See the Presentation Guidelines for more specific information on how to prepare a poster presentation.

Oral Presentations
Oral presentations will be 15 minutes in length with three additional minutes allotted for a question-and-answer period. This schedule will be strictly enforced. See the Presentation Guidelines for more specific information on how to prepare an oral presentation.

Performing Arts/Visual Arts Presentations
Performing Arts/Visual Arts presentations are considered Oral Presentations since they are executed in the same format: up to 15 minutes for a performance with three additional minutes allotted for a question-and-answer period. Performing arts presentations may include creative activities in music, dance and theater, and visual arts presentations can be done in drawing, painting, printmaking, photography, sculpture, ceramics, mixed media, video and film. The number of abstracts accepted in the performing arts or in the visual arts may be determined by available space.

An abstract is required for presenters in the performing arts or the visual arts. The abstract for the performing arts should describe the performance. The abstract for the visual arts should describe the visual art research question, methodology, and outcomes. Artwork must be serial in nature. In addition to submitting an abstract, those in the performing and visual arts will have to submit additional materials that are outlined in the presentation and submission guidelines for each arts category:

**MUSIC**
Participants may perform in one of the following categories:
(A) Original composition
(B) Composition in the style of a specific musical period, style, or composer
(C) Arranging
(D) Performance
(E) Lecture recital
(F) Research and/or analysis

Resources available at UC Irvine include playback for cassette/CD (in a classroom setting only) and a piano. For categories A, B, and C, students must submit a full score (or significant portion of a score if work is in progress) plus a cassette cued to the performance. A full score must be available at the time of the presentation. For category D, students must submit a cassette cued to the performance. For categories E and F, students should follow the standard SCCUR format. Name, school, address, phone number, title, composer, and type of musical instrument(s) must be attached to the submitted cassette. Cassettes should be mailed to the UC Irvine address for SCCUR 2003.

**DANCE**
Participants may perform solo and as a small ensemble (up to four dancers) in modern dance, jazz, or ballet. In addition to the abstract, students must submit a videotape cued to the performance. Name, school, address, phone number, title, choreographer, and idiom of the piece must be attached to the submitted videotape. Videotapes should be mailed to the UC Irvine address for SCCUR 2003.

**THEATRE**
Participants may present monologues or scenes (up to five actors). In addition to the abstract, students must submit a script (and cued videotape of performance, if possible). Name, school, address, phone number, and title of the piece must be attached to the submitted script and videotape. Scripts and videotapes should be mailed to the UC Irvine address for SCCUR 2003.

**DRAWING, PAINTING, PRINTMAKING, PHOTOGRAPHY, SCULPTURE, CERAMICS, AND OTHER APPLIED ARTS**
In addition to the abstract, students must submit six slides or transparencies of their work, completed or in progress, and an artist's statement. For three-dimensional work, two views of each piece should be included. If slides or transparencies are not available, participants can send a PC-formatted disk or
CD of digital scans of their work. No original work should be submitted. Please include the name, title of work, medium, dimensions, and date for each piece of work submitted. Slides, transparencies or scans should be mailed to the UC Irvine address for SCCUR 2003.

At the conference, all studio artists are required to give an oral presentation, complete with slides and/or a PowerPoint presentation. Oral presentations are required to cover visual research questions, methodology and outcomes. Artwork must be of a serial nature. Slides can be used to cover the historical progression of the work and ideas as well as visual connections with other artists.

VIDEO AND FILM

Video presentations must be on one-half-inch VHS tape, and film is to be 16mm only. In addition to the abstract, students must submit a videotape or film. Attach name, school, address, phone number, and title of piece to the submitted videotape or film. Videotapes or film should be mailed to the UC Irvine address for SCCUR 2003.

NOTE: If individuals wish their performing/visual arts materials returned to them in the event that their abstracts are not accepted, send a self-addressed, stamped envelope/folder with the submission to the UC Irvine address for SCCUR 2003.

IMPORTANT DATES

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<td>Notification of Acceptance</td>
<td>Friday, October 24, 2003</td>
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<td>Last Day for Early Registration Discount</td>
<td>Monday, November 3, 2003</td>
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<td>Registration Deadline</td>
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CONFERENCE ETIQUETTE

The Southern California Conference on Undergraduate Research is created as a forum not only to present your achievements as an undergraduate researcher but also as a celebration of bringing together a community committed to excellence and knowledge expansion. Be a part of this community and support your peers, who have also experienced the trials and successes of the research process, by attending their presentations and learning about the research that they have completed. When you are participating as a presenter or as an audience member for the oral presentations, please demonstrate respect and courtesy for your fellow researchers throughout the entire session. If you must leave at anytime during the sessions, please inform the student room monitors that you will need to leave early, and they will assist you in leaving the session at the end of a presentation and before the next presentation begins.

SCHEDULE OF THE DAY

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<td>Registration</td>
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<td>Oral Presentations, Session I</td>
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<td>Keynote Speaker</td>
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<td>Lunch &amp; Roundtable Discussions</td>
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<td>Poster Presentations, Session II</td>
<td>4:00 - 5:00 p.m.</td>
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QUESTIONS? CONTACT SCCUR AT UC IRVINE, PH: 949-824-4189, E-MAIL: sccur@uci.edu, WEB: WWW.SCCUR.uci.edu