



Aspire / Advance / Achieve

Collegiate Poster & Rapid Fire Competition 2018

Application Instructions

Submission Deadline: June 15, 2018

Submitted Online

SWE Contact Information

Award Program Coordinator

SWE Headquarters

130 East Randolph Street, Suite 3500

Chicago, IL 60601-6314

awards@swe.org

Phone: (312) 596-5223

General Information

The Society of Women Engineers welcomes submissions for the Collegiate Poster & Rapid Fire Competition. All submissions are to be submitted **online** (limited one submission per person. A student may participate as a finalist in either the Poster or Rapid Fire competition, and may indicate their preference for one or both during abstract submission).

The abstract submission deadline is **June 15, 2018**. The top 10 finalists in each category (Undergraduate Collegiate Poster, Graduate Collegiate Poster, Undergraduate Collegiate Rapid Fire, and Graduate Collegiate Rapid Fire) will be asked to display a technical poster or present a rapid fire session in October 2018 at The Society of Women Engineers Annual Conference in Minneapolis, MN. Awards for the finalists will be presented during the Celebrate SWE! banquet.

Incomplete submissions or submissions that exceed word limitations will be removed from consideration.

Specific questions concerning the Collegiate Poster & Rapid Fire Competition can be directed to awards-chair@swe.org.

Collegiate Technical Poster & Rapid Fire Competition Criteria

The technical poster competition is designed to emphasize the ability to deliver visual presentations. Subject matter is to be related to original research or work with an application in engineering.

There will be two submission categories, Undergraduate Collegiate and Graduate Collegiate. All entrants will be required to submit an abstract that will be judged. 10 finalists in each of the four categories, (1) Undergraduate Collegiate Poster, (2) Graduate Collegiate Poster, (3) Undergraduate Collegiate Rapid Fire, and (4) Graduate Collegiate Rapid Fire will compete at WE18.

All 40 finalists will receive a \$500 travel stipend to attend SWE's annual conference, FREE Collegiate Member registration, and 1 ticket to the Celebrate SWE! Awards Banquet.

All finalists will be recognized at the Celebrate SWE! Banquet and receive a Certificate of Participation. In addition, the following awards with cash prizes will be presented to the top 3 finishers of each of the four categories:

Awarded to each Undergraduate Poster, Undergraduate Rapid Fire, Graduate Poster, and Graduate Rapid Fire

- 1st Place - \$300
- 2nd Place - \$200
- 3rd Place - \$100

Eligibility

- Any SWE Collegiate Member in good standing
- Undergraduate and Graduate Collegiate members are eligible to enter
- You must enter the category for which you are currently enrolled as a member in the Society, either a Collegiate Member or a Graduate Collegiate Member

Guidelines

Abstract

Students interested in the Poster and/or Rapid Fire competition will submit one abstract for review. The abstract should give a clear indication of the objective, scope, and results of your technical research so that readers may determine whether the full presentation will be of particular interest to them. The abstract should be no more than 500 words and must be submitted **online**. Please view the *Abstract Online Submission Criteria* at the end of this packet to view all the information you will need to submit the abstract online.

An abstract is a concise summary of the research. It is assumed that the reader is knowledgeable in the broad category of the topic, but not necessarily an expert in the specialty of the project. Abstracts are prepared to serve either or both of the following purposes:

- To enable a reader to decide whether this topic is of sufficient interest to warrant taking the time to read the entire paper or to go hear the presentation.
- To acquaint a reader with recent research results without the need to read the entire article or hear the paper.

Poster

The Technical Poster should describe original research or project work with an application in engineering. This can be either laboratory work, or a computer simulation or modeling project, but it is important that it is new work, unique to you, and is not a review in which you summarize the work of others. You can use a current research project you are working on alone, as an independent study project, or one you are working on with others. Research and projects completed at university and in work co-ops/internships are eligible.

The poster is to be prepared so that it can be easily understood in the absence of the author. Except for fasteners, all poster materials must be flush with the board, not protruding more than 1/8 inch (3.2 mm). There may be no mechanical or electrical devices on the board. All material must be accessible without having to lift or turn pages. There can be no materials placed in front of, above, below, or to the side of the poster. The poster must be able to be hung on a bulletin board and easily rolled for transportation purposes. The poster must be no larger than 48 inches (122 cm) by 36 inches (91.4 cm) unrolled. A label must be placed on the poster that gives the poster title and author's name and school. It is recommended that the entrant use a printed 36 inch roll paper. A few programs that may be used to generate the poster include Adobe Illustrator, Powerpoint, etc.

Rapid Fire Presentation

The Rapid Fire Presentation should describe original research or project work with an application in engineering. This can be either laboratory work or a computer simulation or modeling project, but it is important that it is new work, unique to you, and is not a review in which you summarize the work of others. You can use a current research project you are working on alone, as an independent study project, or one you are working on with others. Research and projects completed at university and in work co-ops/internships are eligible.

The presentation must be completed in five (5) minutes, with additional time for the audience to ask questions. Presenters will not be allowed to continue beyond the five minute time limit for their presentation. Presenters may use slides created using Powerpoint or similar tools during their presentation.

Judging Basis

Submission Abstract (same criteria for both competitions)

<u>Requirements</u>	<u>Points Available</u>	<u>Points Earned</u>
<i>General Information</i>		
Title is brief and descriptive Problem statement addresses specifics of the study	25	
<i>Abstract Information</i>		
Intent and objectives of the research are explicit; answers the question “Why the project was undertaken”	25	
Hypothesis shows the relationship between a set of observed facts and a theory, limits the scope of the investigation, and unifies the research design	25	
Conclusion is concise and includes the outcomes of the investigation	25	
TOTAL	100	

Helpful Hints for preparing your Abstract:

1. State results, conclusions, or findings in a clear, concise fashion. However, make sure that you describe your project adequately. You have 500 words - make sure to take advantage of that.
2. Assume that the reader has a good general technical vocabulary but try to avoid use of highly specialized words or abbreviations. Remember that he/she may not be an expert in the specialty of the paper.
3. Use past tense and third person in describing completed research, present tense when stating existing facts and what is in the paper.
4. Incorrect spelling and poor sentence structure will discourage interest in your project.
5. If reference to procedure is essential, try to restrict it to identification of method or type of process employed.
6. Have a colleague read your abstract to make sure it communicates well. This is the greatest difficulty most students seem to have. Remember selection of finalists for Posters and Rapid Fire presentations is based on your ABSTRACT!

Use the Abstract Guidelines to confirm that all parts of your abstract are present.

Poster Criteria (for finalists at conference)

Judging criteria are based the content and display of the poster.

<u>Requirements</u>	<u>Points Available</u>	<u>Points Earned</u>
<i>Visual Presentation</i>		
Organization: Introduction, Objectives, Approach, Results, Conclusion Clarity: Easy to read layout (lettering, spacing, contrast), grammar, spelling Creativity: Use of color, use of diagrams and visuals, eye-catching	25	
<i>Technical Content</i>		
Subject Matter: Technical information clearly communicates to a professional audience, field-specific information presented with context	25	
Data/Results: Graphs, tables, equations, pictures, etc. support research objectives	25	
Conclusions: Definitive, follows from results; explanation of how major conclusions fit into the larger context of the field of research	25	
TOTAL	100	

Helpful Hints for preparing your Poster:

1. Title, name of author(s), and school should be easily recognized by the reader.
2. Do not use more than two type fonts. Use bold, italic, and font size to set type differently.
3. Stick to a color scheme.
4. Stay consistent with spaces between text, figures, and headings. The spacing in the poster should not be cramped.
5. Words should be large enough to read from several feet away.
6. Figures and graphs should be labeled.
7. Have a colleague look at your poster to make sure that it could be understood without the presence of the author.
8. Ensure that the Introduction, Objectives, Approach, Results, and Conclusion are clear.

Use the Poster Guidelines to confirm that all parts of your poster are present.

Rapid Fire Presentation (for finalists at conference)

Judging criteria are based the delivery and content of the rapid fire presentation.

Requirements	Points Available	Points Earned
<i>Presentation</i>		
Slide design: organized, text easy to read, eye-catching	25	
Speaking Style: volume, clarity, enthusiasm	25	
<i>Technical Content</i>		
Subject Matter: Technical information clearly communicates to a professional audience	25	
Information: Graphs, tables, equations, pictures, etc. support research results; clear conclusion that follows from results	25	
TOTAL	100	

Helpful Hints for preparing your Rapid Fire Session:

1. Title, name of author(s), and school should be easily recognized by the audience.
2. Use a simple slide format with a consistent color scheme and formatting.
3. Words should be large enough to read from several feet away.
4. Figures and graphs should be labeled and all details should be able to be seen from several feet away.
5. Present your talk to a colleague to make sure that your research and order is presented clearly.
6. Define all acronyms and field-specific jargon.
7. Ensure that the Introduction, Objectives, Approach, Results, and Conclusion are clear.
8. Include details of the wider applicability of your work and how it fits within your field.
9. Practice talking slowly, clearly, and with confidence.

Use the Rapid Fire Guidelines to confirm that all parts of your presentation are prepared.

Abstract Online Submission Criteria

Applicant Information

- Name
- University/College
- Member Grade – Collegiate Member or Graduate Collegiate Member
- Date of Graduation:
 - Undergraduate
 - Graduate
- Biography of the Applicant (limited to 200 words)
- SWE Membership Number

- Summer Contact Information
 - Address
 - Phone
 - Email

- Fall Semester Contact Information
 - Address
 - Phone
 - Email

Required Abstract Information

- Title of Technical Research
- Author(s) Name – acknowledge those who have participated significantly in the technical aspects of the research
- Abstract – limited to 500 words
- Preference for Poster, Rapid Fire or either competition (a student may participate as a finalist in only one, and may indicate their preference for one or both during abstract submission)
- Submission at **<http://societyofwomenengineers.swe.org/awards/collegiate-competitions>**

