

# Call for Proposals

**All undergraduate students in the College of Human Ecology**  
are invited to submit a proposal to the

## **College of Human Ecology's Undergraduate Research and Creative Inquiry Competition<sup>1</sup>**

Monetary prizes will be awarded in two categories:

### **Best Undergraduate Poster Best Undergraduate Display**

Students will present a THREE minute overview of their research or creative inquiry  
Judges will have THREE minutes to ask questions

Poster Presentations will be judged on the basis of content and effective communication  
(Please see Rubric for Research Posters)

Displays will be judged on the basis of aesthetics and effective communication  
(Please see Rubric for Creative Inquiry Displays)

### **Deadline:**

Students planning to present must submit a brief proposal  
(please see proposal instructions)  
to Denise Ramos ([daramos@ksu.edu](mailto:daramos@ksu.edu)) **at least two weeks prior to the event.**

Space will be reserved for every student who submits a proposal.  
No proposals will be considered after the deadline.

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<sup>1</sup> “Undergraduate research & creative inquiry are defined as scholarly, collaborative, authentic, original work or an assessment from a new point of view conducted by a student or group of students within a mentored environment for the purpose of publicly disseminating the information through a university seminar, poster/oral conference presentation, performance, exhibition, and/or publication. The projects shall involve inquiry, design, investigation, research, scholarship, discovery, application, writing, and/or performance.” (<http://www.k-state.edu/undergradresearch/about/faq.html>)

**Proposal for the College of Human Ecology  
Undergraduate Research and Creative Inquiry Competition**

**STUDENT'S NAME:**

**DEPARTMENT/SCHOOL:**

**CLASSIFICATION:**

**FACULTY MENTOR'S NAME:**

**TITLE OF PROJECT:**

**I AM SUBMITTING A PROPOSAL FOR A:**

**POSTER  
DISPLAY**

**I WILL NEED:**

**A BOARD TO DISPLAY MY POSTER**

**AN EASEL TO DISPLAY MY MOUNTED POSTER**

**A SMALL EASEL TO DISPLAY MY WRITTEN DESCRIPTION**

**TABLE SPACE FOR MY DISPLAY**

**(Measurements for table space needed for my display: \_\_\_x\_\_\_)**

**OTHER SPACE FOR MY DISPLAY (e.g., I will bring a dress form, stand)**

**(Measurements for space needed for my display: \_\_\_x\_\_\_)**

## Helpful Tips

Research and creative inquiry projects typically include the following elements. However, please feel free to submit all projects.

**Posters** will be evaluated based on content and effective communication.

### Content

- Post a brief abstract (no more than 300 words) in the upper left hand corner
- Select only the most pertinent data to include on the poster
- For Research Posters: Include title, author(s), faculty mentor(s), an introduction (including research questions/hypotheses), a description of the methods used, findings/results, and discussion/conclusions. References and acknowledgements may also be included if there is space.
- For Creative Inquiry Posters: Include title, designer(s), faculty mentor(s), purpose statement, a description of the design process (e.g., background research, methods/techniques/materials, outcomes/results), summary/discussion of how you achieved the purpose and recommendations for future designs. References and acknowledgements may also be included if there is space.
- The poster is a visual format. Use graphic elements often.
- Creative inquiry posters should include images to clearly show the design, which may include 3D design front, back, and detail views.
- Do not use hand drawings. Prepare them in advance of arriving.
- Posters should not exceed 3' tall x 4' wide

**Displays** will be evaluated based on the design work (aesthetics and visual impact) and the quality of the written content.

### Written Content

- Include title, designer(s), faculty mentor(s), purpose statement, a description of the design process (e.g., background research, methods/techniques/materials, outcomes/results), summary/discussion of how you achieved the purpose and recommendations for future designs. References and acknowledgements may also be included if there is space.
- Information should be printed on one 8.5" x 11" sheet of paper, using 12 pt font or larger, and mounted on a mat board or foam core. Students are responsible for printing and mounting.

### Please note the following:

- The College will print your poster , free of charge, if you submit a pdf version of your poster **at least two weeks prior to the event** (see instructions).
- If you are presenting a poster, we will provide a way for you to display it.
- If you are presenting a display, we will provide a small easel and table, if needed. Students needing any other type of display mount (e.g., dress form, special stand) must work with faculty to reserve those items.
- Students are responsible for setting up, taking down, and, if applicable, returning any borrowed items.
- Students **MUST** attend the entire event.

## Instructions for Formatting Poster

- Posters should not exceed 3' tall x 4' wide
- When laying out your poster, leave a minimum of ½" white border along all four edges
- Students should adhere to the helpful tips provided above
- Students are responsible for preparing a poster with sufficient graphic quality and image quality to meet their expectations
- Students are responsible for proofreading their posters prior to submitting it for printing
- Students must receive approval of the final poster file from their faculty mentor before submitting it to the Dean's Office for printing
- Students must provide a PDF file of the poster at full scale
- This website provides useful information on best practices for composing and preparing academic posters:  
<https://www.liverpool.ac.uk/media/livacuk/computingservices/printing/making-an-impact-with-your-poster.pdf>

**Please note:** The College will only pay to print your poster one time.