

Purdue University Fort Wayne

Student Research and Creative Endeavors Symposium

		Student Checklist
November 20, 2024 OR November 21, 2024	Information Sessions	<p style="text-align: center;">Learn about the Symposium!</p> <ul style="list-style-type: none"> • Discover how students presenting their research, scholarship, or creative endeavors contributes to the advancement of knowledge • Preview past poster presentations • Meet and talk with faculty panelists <p>Plan to attend ONE of the Information Sessions below:</p> <ul style="list-style-type: none"> • Wednesday, November 20 - 11:00 – 12:00 pm • Thursday, November 21 - 11:00 am – 12:00 pm <p>Location: HELMKE LIBRARY, HONORS PROGRAM LOUNGE, ROOM 211</p> <p><i>If you cannot attend, please review the content on our Student Research Symposium website</i></p>
December 2, 2024	Registration Opens	<p>What you will need to complete the 2025 Symposium Registration Form:</p> <ul style="list-style-type: none"> • Your Faculty Mentor's name(s) and email address(es) • Faculty Mentor approved abstract • Lead presenter and/or co-presenter's information (name/PFW email address is required) • Abstract Guidelines: maximum 500 words • Poster presentation time slot availability on Friday, March 21, 2025 • If your research involves HUMAN SUBJECTS, please visit our Student Research Symposium website to review the IRB approval • After students receive the submission acceptance letter via email, START working on your draft poster design • For poster design help, please visit our Student Research Symposium website under Resources <p>Save your poster as a PDF and submit your research poster for printing any time before the March 12 deadline to: SRSymposium@pfw.edu</p>
February 4, 2025	Registration Closes	No late submissions accepted!
February 10–14, 2025	Abstract Reviews	Abstract Review Committee will evaluate abstracts
February 17-21, 2025	Abstract Emailed to Student and Their Faculty Mentors	<p>If your abstract needs to be revised, follow these steps:</p> <ul style="list-style-type: none"> • Consult with Faculty Mentor on the suggestions made by the Abstract Review Committee • Revise the abstract • Have your revised abstract approved by your Faculty Mentor • Email the revised abstract and copy your Faculty Mentor <p style="text-align: center;">Submit revised abstracts to: SRSymposium@pfw.edu</p>

<p>February 19, 2025 OR February 20, 2025</p>	<p>Preparation Workshop</p>	<p align="center">Converting your research into a poster presentation</p> <p>Plan to attend ONE of the Preparation Workshops Sessions below:</p> <ul style="list-style-type: none"> • Wednesday, February 19 - 12:00 – 1:00 pm • Thursday, February 20 - 11:00 am – 12:00 pm <p>Location: HELMKE LIBRARY, HONORS PROGRAM LOUNGE, ROOM 212</p> <p>For poster design help, please visit our Student Research Symposium website under Resources</p> <p><i>If you cannot attend, please review the content on our Student Research Symposium website</i></p>
<p>March 12, 2025</p>	<p>Final Abstract & Poster Due</p>	<ul style="list-style-type: none"> • Ask your Faculty Mentor to preview your poster • Submit your poster PDF via email to SRSymposium@pfw.edu • Check size, layout, and format • Poster PDF must be emailed, even if the department is funding your poster printing • Late poster submissions will not be eligible for presentation • NOTE: If your abstract was not approved by a Faculty Mentor by March 12, the original abstract will be used in the Symposium proceedings
<p>March 17-20, 2025</p>	<p>Pick Up Posters at The Student Research Hub in Helmke Library, Room 248</p>	<ul style="list-style-type: none"> • It is your responsibility to know what time you will present • NOTE: If you are unable to pick up your poster during the scheduled dates, please make alternate arrangements for someone to pick it up for you. It is your responsibility to pick up your poster! • <u>Poster Pick-Up Schedule:</u> <ul style="list-style-type: none"> • Monday: 9am – 5pm • Tuesday: 9am – 5pm • Wednesday: 10am – 5pm • Thursday: 9am – 2pm
<p>March 21, 2025</p>	<p>Student Research and Creative Endeavors Symposium</p>	<ul style="list-style-type: none"> • Remember to bring your poster with you! • You are REQUIRED to check-in at the STUDENT WELCOME table and set up your poster during the registration period. If you are unable to do so, please plan for someone to register and set up your poster <p>Location: Purdue University Fort Wayne Skybridge and the Learning Commons in Helmke Library (2nd floor)</p> <p>Check-in: 8:30 – 9:30am</p> <p>Time: 10:00am – 2:00pm</p>

Questions? Please contact Juliana Bengs, Program Administration Specialist, SRSymposium@pfw.edu

Thank you for participating in the 28th Student Research and Creative Endeavors Symposium!

Sponsored by:

Helmke Library
Honors Program

Office of Academic Affairs - Office of Sponsored Programs
Office of Academic Affairs - University Research and Innovation