

Abstract Submission Instructions

Abstracts should be 100-200 words long and must include the following:

- **Background and Question:** identify the main research question, place that question in context, and explain why it is important to answer.
- **Methodological approach:** summarize the study's approach, and/or highlight the methods used to investigate the question
- **Results or Outcomes (these may be preliminary/predicted results):** Briefly talk about the study's main findings.
- **Discussion/Conclusions:** Briefly explain the significance of the results, their implications, and/or the future steps for the research going forward

Abstracts that do not include the requested information will be rejected. All disciplines are encouraged to participate, with the unifying theme being research (i.e. you have a research question and you are using the typical research tools of your discipline). You may find examples of accepted abstracts from last year's Symposium located in the program on the Undergraduate Research Symposium website.

You will need to prepare your abstract in a Word document. This file should include your title, author's names, mentor's name, and abstract, as laid out in the template file. This file will be used to make the program, so make sure that all the information in it is correctly formatted (especially if you need to use italics or any other special text formatting). You can find the template file on the Symposium webpage.

Students should secure their mentor's approval prior to submission and work with their faculty mentors to construct the submission. However, the submitted abstract must be written by the student(s) who carried out the project. While faculty mentors may provide guidance and suggest edits, any abstracts written by the faculty mentor or other parties will be rejected.

All projects that involve human research subjects must submit proof of IRB approval in a separate file, which may be uploaded by the mentor. If your application is still under review by the abstract submission deadline, please submit proof that the IRB committee has received your application. Such abstracts may be provisionally accepted, pending IRB approval. However, the Symposium Organizing Committee must receive proof of IRB approval before the Symposium. It is the mentor's responsibility to ensure that students apply for IRB approval in a timely manner that will allow them to receive approval and collect their data before the Symposium.

Students who are enrolled in online programs may request to give their presentations virtually. Please note that only GSW students who take all their classes remotely may request this option.

If you have questions or concerns, please email anne.jacobs@gsw.edu

Abstracts are due by March 14, 2025.