

Welcome to the College of Natural Resources Student Research Symposium

Congratulations on your decision to participate in the CNR Student Research Symposium! We look forward to your presentation! This packet contains important information concerning the logistics of the symposium along with some helpful hints, tips and reminders! **If you have additional questions or need clarification, please contact the CNR Student Research Symposium Planning Committee, at cnrurs@uwsp.edu.** Once again, we look forward to your presentation! Good Luck!

Student Research Symposium 2021

Table of Contents

<i>Symposium: Before and After</i>	3
<i>Presentation Policies</i>	4
<i>Tips for Symposium Success</i>	5
<i>Oral Presentation Score Sheet</i>	6
<i>Oral Presentation Critique Guidelines</i>	7
<i>Tips for Oral Presentation</i>	8-9
<i>Poster Presentation Score Sheet</i>	10
<i>Poster Presentation Critique Guidelines</i>	11
<i>Tips for Poster Presentations</i>	12-15

Symposium: Before and After

Before

For oral presenters, practice using visual aids and staying within the time constraints. Prior to the Symposium, rooms will be available for presenters to practice and become familiar with the surroundings and technical equipment.

For poster presentations, practice is still important. It is more important for poster presenters to anticipate what kind of questions may be asked. Poster presentations should be hung in their designated position in advance of the symposium, typically the night before. Try to print poster early to avoid problems.

Symposium

On the day of symposium, check in at the information table, and receive your nametag and Symposium Program Booklet. If you are giving an oral presentation, make sure that the room is in order before the presentation and check in with the moderator. For a poster presentation, make sure that all your materials are ready and you are at your poster at the appointed times. Be alert to any last minute changes!

After

Relax! All your hard work has been accomplished. Stand back and appreciate all your efforts and realize that you did the best possible job and you learned a lot along the way. Evaluation forms will be tabulated following the symposium. Highest honors will be announced and distributed at the CNR banquet, the night of the Symposium.

Presentation Policies

All Symposium presentations will be critiqued by three or more evaluators composed of current or retired faculty/staff, graduate students, and other professionals. Please adhere to the following policies of presentations for ease of evaluation and consistency.

Oral Presentations

1. Oral presentations will occur throughout the day of the symposium. Check your presenter schedule for your presentation time and room location.
2. All presentations are limited to 15 minutes, with up to 5 minutes for questions.
3. Visit the Registration Area the day of Symposium for your name badge and program booklet. Check in with the moderator **BEFORE** the beginning of the oral presentation session.

PowerPoint Presentations

1. **ALL** PowerPoint presentations need to be brought in on a flash drive. Work with a mentor to proof your presentation before turning it in.
2. Presentations should be brought to the registration table the night before the symposium on a flash drive, so they can be uploaded to the appropriate computer the evening before the symposium.

Poster Presentations

1. All poster presentations will be displayed on the walls of the TNR building on the 1st floor and need to be hung the evening before the symposium.
2. Posters **cannot** exceed the 36 X 54 inch size limit (also the maximum that the TNR plotter can print.) For assistance printing a poster contact the committee, cnrurs@uwsp.edu
3. Please print any finished poster ahead of time to reduce the crowding at the printer the night before the symposium. **DO NOT** wait until the last day to finish and print your poster.
4. **BEFORE** you hang your poster, please visit the registration area to see a committee member for assistance; the presenter's location will be assigned, by number, the evening before the symposium. **ALL** posters need to be hung with wall-safe tape which will be provided.

General Tips for Symposium Success!

Presenters:

- Dress appropriately
- Take a deep breath and relax-you've got this!
- Arrive early to your presentation
- Anticipate questions and prepare strong answers in advance
- Know your audience and understand their knowledge base in relation to your project
- Be enthusiastic and confident!
- Listen actively and be engaged in the conversation
- Listen attentively and show interest when questioned
- Focus on the research
- Be courteous and polite
- Give honest answers and if you don't know, don't make it up!

Questions you may be asked during the Symposium:

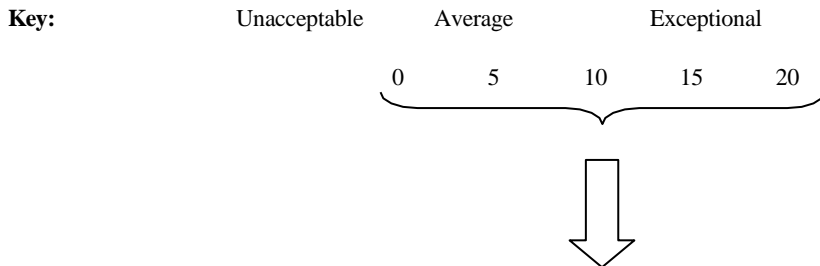
- What is the purpose of the research?
- How long has the project been going?
- How many hours did you work on this project?
- Where was your data collected?
- What was your motivation to conduct this research?
- What future plans do you have for this project?
- What problems did you encounter? How did you overcome these problems?
- How could what you learned be useful to others?
- What would you do differently if you could do the research again?
- What other research has been done on this topic?
- Were any on-campus organizations involved in the research?

Oral Presentation Score Sheet

Name of presenter: _____

Directions:

Rate the presentation on each of the 10 criteria below. Points value range from 0-20 for each category. Please do not assign points that fall between the rating intervals. Use the questions on the back of this form to develop your assessment. Also bear in mind that the scoring scale does not directly correspond with a traditional grading scale. We would like to stress the importance of written feedback, please use the space provided below. For projects that a study design or methods is not applicable, please indicate so.



Criteria	Not Applicable	Index Score	Comments
Statement of problem and justification			
Study design and methods			
Data analysis and interpretation			
Discussion & Conclusion			
Response to questions			
Presentation organization and coherence			
Overall technical competence			
Speaking style			
Use of visual aids			
Professional attire & appearance			

Score Total:

Additional Comments:

Judge's Name:

Oral Presentation Critique Guidelines

Statement of Problem and Justification

- How well did the speaker describe the area of speaker interest?
- Was there a well-conceived rationale for undertaking the study?
- Were hypotheses or study objectives clearly communicated and appropriately developed?

Study Design and Methods

- Was the study design appropriate given the study hypotheses or objectives?
- Were data collection methods valid and reliable?
- Did the speaker acknowledge assumptions or limitations of the methods?

Data Analysis and Interpretation

- Were appropriate statistical or analytical procedures used?
- Was the interpretation logically derived from the data presented?

Discussion & Conclusion

- Did the discussion tie results back to study objectives/ hypotheses?
- Did the conclusion drawn flow from the data presented?
- Did the speaker present the implications of the study for management and/or future research?

Response to Questions

- Did the speaker provide direct and professional responses to audience questions?
- Was the speaker poised and confident or flustered and defensive?

Presentation Organization and Coherence

- Was the presentation easy to follow and understand?
- Was there a beginning, middle, and an end?
- Were there smooth transitions between sections?

Overall Technical Competence

- Did the overall presentation demonstrate a thorough knowledge of subject's content area?
- Did the speaker convey a thorough understanding of process and procedures of scientific research?

Speaking Style

- Did the speaker address the audience cordially and professionally?
- Did the speaker maintain eye contact, use gestures comfortably, and maintain appropriate pace and tone of expression?

Use of Visual Aids: Professional

- Were slides/overheads attractive and visually engaging?
- Were data graphs/tables clearly labeled and easily deciphered?
- Were visual aids used to enhance oral communication or were they or distracting?

Attire & Appearance

- Did the speaker's wardrobe and overall appearance convey a professional and credible tone?

Tips for Oral Presentations

***Please note, it is not required to use PowerPoint for an oral presentation, but it tends to be a common tool that presenters enjoy using, which is why the following guidelines are provided in relation to that. If you have any questions on the format of an oral presentation, please speak with your project mentor/advisor and or the symposium committee.*

Images

Images are the vital to keeping the audience's attention during an oral presentation.

Do:

- Tell the story through pictures.
- Use full-screen, high-quality images.
- Select images that creatively illustrate your talk. Scan at resolution of 80 dpi.
- Scan horizontal pictures with a width of 11.75"
- Scan vertical pictures with a height of 9" (crop your pictures if needed).
- Make your images and talk stand-alone. Graphics should illustrate what you're saying.

Do not:

- Read directly off slides, any text should be general allowing you to expand on topics. Look at the screen while you are talking.
- Use graphics from the Internet unless they are high quality. Use small or poor-quality images.
- Overuse Microsoft clipart. This detracts from the professional quality of your presentation.

Backgrounds and Transitions

The background of your presentation is the color, color blend, pattern, or graphic that you place behind the rest of your elements. Transitions are the visible changes that take place when your slides move from one to another.

Backgrounds and transitions subconsciously impact how the audience feels and responds to your program.

Do:

- Use unified backgrounds.
- Make sure backgrounds are thematic ("fit in" with the theme of your presentation). Keep it simple.
- Consider the emotional impact backgrounds can have on your audience.
- Use black backgrounds on full-screen images (majority of your presentation). Use black slides to bring the focus back to the presenter.

Do not:

- Use multiple types of backgrounds unless they serve a purpose.
- Use backgrounds that detract from your images (primary focus).
- Use a colored background behind a full-screen image.

Do:

- Use unified and thematic transitions.
- Consider the emotional impact transitions can have on your audience.

Do not:

- Use multiple types of transitions, unless they serve a purpose.
- Use distracting transitions that take away from your theme.

Text

Limit the amount of text you use in your presentation. An interpretive presentation is much different than presentations you may have seen in classrooms. Images should be the primary focus of your program.

Do:

- Use text for title slides, headings (transitions), quotes, and captions. Use simple fonts that are easy to read.
- Use fonts that are large enough to read from the back of the room (24 point minimum).
- Keep your text unified and thematic.
- Consider the emotional impact different fonts can have on your audience.

Do not:

- Overuse text.
- Use text as "notes on the screen."
- Use text to display every point in your program.

- Use multiple types of fonts, unless they serve a purpose.
- Use “fancy” fonts that are difficult to read, unless they serve a purpose.
- Use too little or too much contrast between background and text.

Animation

Animation can be used to control the revelation of connections and intriguing information. Limit the amount of animation you include. The more sparingly you incorporate animation, the more effective the animation you do include will be.

Do:

- Use animation to focus on important points. Use it to control the flow of information.
- Use it to add interest and surprise to your presentation. Use thematic animation that has a purpose.
- Use animation sparingly. It will have more of an impact.

Do not:

- Overuse animation to the point of audience sickness.
- Use animation just because you can. Animation must have a purpose.

Sounds and Movies

PowerPoint combines many tools into one. Instead of bringing along a slide projector, DVD player, and television, everything can be digitized and saved onto a single computer. Sound and movies add a different dimension to your program and can create emotional links with the audience.

Do:

- Use to add another sensory experience for the audience. Helps to involve them.
- Use to create a mood or unique environment. Sound can transport people to a different place and time. Sounds should be thematic and contribute to interpreting your topic.
- Make sure the sounds work and the volume is appropriate before your program starts.

Do not:

- Add sounds without a purpose.
- Whooshes with animated words are usually not appropriate.
- Be careful playing sounds/music while you’re talking.
- Check the volume before the program.

Do:

- Use to enhance your program by including motion and sounds.
- Use moving pictures that are thematic and have a purpose.

Do not:

- Use movies if the quality looks poor.

Helpful Hints

Know your equipment/tools. Practice with the equipment before your presentation.

Copy font, sound/music, and movie files in addition to your presentation file.

Make several copies of your presentation. Flash Drive, CD, H: drive, hard drive

Stand in front of the audience. Use a wireless presenter that has a mouse function.

Involve the audience. Use a variety of interpretive techniques.

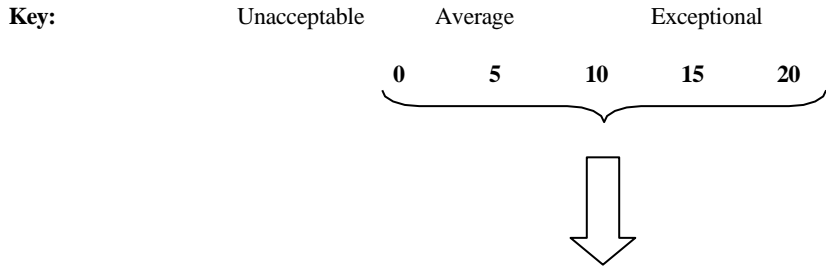
Practice makes perfect. Practice on different computers.

Poster Presentation Score Sheet

Name of presenter: _____

Directions:

Rate the presentation on each of the 10 criteria below. Points value range from 0-20 for each category. Please do not assign points that fall between the rating intervals. Use the questions on the back of this form to develop your assessment. Also bear in mind that the scoring scale does not directly correspond with a traditional grading scale. We would like to stress the importance of written feedback, please use the space provided below. For projects that a study design or methods is not applicable, please indicate so.



Criteria	Not Applicable	Index Score	Comments
Statement of problem and justification			
Study design and methods			
Data Analysis and interpretation			
Discussion & Conclusion			
Poster organization and coherence			
Overall technical competence			
Overall graphic lay-out and design			
Quality of visual elements			
Interaction with judge			
Professional Attire & Appearance			

Score Total:

Additional Comments:

Judge's Name: _____

Poster Presentation Critique Guidelines

Statement of Problem and Justification

- How well did the poster describe the nature of the research question or issue?
- Was there a well-conceived rationale for undertaking the study?
- Were hypotheses or study objectives clearly communicated and appropriately developed?

Study Design and Methods

- Was the study design appropriate given the study hypotheses or objectives?
- Were data collection methods valid and reliable?
- Did the poster acknowledge assumptions or limitations of the methods?

Data Analysis and Interpretation

- Were appropriate statistical or analytical procedures used?
- Was the interpretation logically derived from the data presented?

Discussion & Conclusion

- Did the discussion tie results back to study objectives/ hypotheses?
- Did the conclusion drawn flow from the data presented?
- Did the poster present the implications of the study for management and/or future research?

Poster Organization and Coherence

- Was the poster easy to follow and understand?
- Was there a beginning, middle, and an end?
- Were appropriate headings and other transitions provided between sections?

Overall Technical Competence

- Did the overall poster convey a thorough knowledge of the topic content area?
- Did the poster convey a thorough understanding of process and procedures of scientific research?

Overall Graphic Layout and Design

- Was the color scheme of the poster, including the background, font style and color, and arrangement of elements, attractive and balanced?
- Did the poster effectively use space without appearing “cluttered”?

Quality of Visual Elements (answer all that apply)

- Were the font style and sizes easy to read?
- Did the poster effectively incorporate charts, graphs, and pictures with the text material?
- Were data presented visually in a way that was easily interpreted (i.e. could it stand alone)?
- Were pictures, charts, maps, etc. presented in sharp images with sufficient resolution?

Interaction with Judge

- Did the poster author(s) seem at ease with the judge and provide direct and professional responses to questions?
- Were the poster author(s) poised and confident or flustered and defensive?

Attire & Appearance

- Did the poster’s wardrobe and overall appearance convey a professional and credible tone?

Tips for Poster Presentations

Printing your Poster

- Publish your poster as a PDF through PowerPoint
- Posters may be printed in the Advanced Computer Lab (ACL) on the third floor of the TNR
- The cost of printing will be covered by the symposium
- Contact Kevin Lawton (ACL Manager) with questions TNR 329

Format

Logos

- It is NOT required that you include the UWSP logo on your poster, though, it is available if you desire
- If you plan on presenting your poster elsewhere, you should utilize the University slide format and logo available at(<http://www.uwsp.edu/urc/Pages/URCtemplates.aspx>)
- Remove any background coloring that is different from the logo and poster background
- Use appropriate and official logos when acknowledging organizations

Size Requirements

- Posters cannot exceed the 36 in. X 54 in. size limit (also the maximum that the TNR plotter can print)
- Posters may be oriented in either the landscape or portrait format

Content

Posters should be able to stand alone. You will only be required to stand by your poster between 11:00 and noon (historically speaking), and at that time, judges will likely come around. Although, judges are **not** required to visit the presenter and poster during that hour, and if they would rather, they can stop by at a different time, when the presenter may or may not be there. For this reason, your posters should be thorough, logical, and easy to read.

You do not need to include your abstract on your poster, as it will be provided in the Symposium booklet, and with limited space, you want to reserve that for other components.

Any abbreviations made on the poster should be initially spelled out but can be abbreviated from there on. An example statement would be: The study took place at the University of Wisconsin-Stevens Point (UWSP). At UWSP, the moisture content of the soil....

Introduction

Familiarize the reader with the basics and background of your topic and to provide a frame of reference for them. Here, you should describe your study site and its characteristics.

Do:

- Provide any relevant background information on the study/project topic
- Explain study site/location
- Include study goals/objectives/hypotheses

Do not:

- Include unnecessary details, keep in mind that this is a briefing, not a thesis
- Have a lengthy introduction. You want to reserve space for other components of your study (results, discussion, etc.)

Methods

Describe to the reader the process you used to collect your data and analyze it. Field and lab techniques, as well as any statistics utilized in analysis should be included here.

Do:

- Explain your research process
- Be specific, but brief: the reader needs to know enough to understand your research process
- Use figures if needed to demonstrate a particular method
- Format in a bulleted format or use pictures with captions to demonstrate a process if you prefer

Do not:

- Be vague, but don't be too specific either and include every tiny detail of your process

Results

Tell the reader what your data results were after analysis. Only straight comparisons and statements should be made here. This section is likely to contain data tables and graphs if needed.

Do:

- Use this section to present numbers and figures
- Include pertinent statistics, p-values, and comparison values if you have them
- Ensure all tables and charts have appropriate captions with them. Figures should be able to stand alone
- Summarize and describe relevant relationships/values/statistics

Do not:

- Interpret or describe implications/justifications for results
- Include unrelated/impertinent values

Discussion

Here, interpret the results for the reader and to explain what the numbers mean and how it is pertinent. What are the implications of your data? Revisit your original hypotheses. Does your data match what you expected? If not, why? If so, why? Reference additional literature to support statements made here. State any potential sources of error/bias in this section.

Do:

- Interpret your results here!
- Refer to tables and figures
- Describe any potential sources of error/bias
- Describe potential implications/relevance of results
- Refer to similar or related studies (granting appropriate citation and credit to those other authors)
- Give reasons for statements concerning results and their implications

Do not:

- Restate results as they are; rather, you should elaborate on them here
- Ramble on one point or circulate around one concept
- Be vague

Conclusion

Summarize your project under this section if you choose to have it. Revisit your original questions/hypothesis and your results. Do they match? Restate any final implications your data may have.

Do:

- Summarize key points
- Revisit original hypothesis/objective/expectation
- Restate results/implications

Do not:

- Present new information
- Repeat every result-only highlight the big picture answers pertinent to the original question/hypothesis

Figures

Figures are used to visually represent methods, data, trends, etc. in your research. They may include images, graphs, tables, calculations, and others.

Do:

- Label/title all figures and axes
- Include a figure number for reference
- Include a brief caption describing the figure-it should be able to stand alone from the text
- Use different colors/shapes/patterns to distinguish between values
- Refer to every figure on the poster somewhere in the text

Do not:

- Use similar colors to distinguish between different values
- Leave numeric values at odd decimal values unless it is a constant (2.0245797 should read 2.02)

Acknowledgements

Give thanks to those who assisted you and supported you in your research, whether that was through funding, advice, field work assistance, etc.

Do:

- Acknowledge anyone who assisted you with your project or made your project possible (landowners, agencies, funders, student organizations, etc.)
- Be succinct, but sincere

Do not:

- Turn this into an Oscar acceptance speech
- List every individual who assisted if they all came from one organization (Ex: 21 members of UWSP 16 Wildlife Society assist with the woodpecker project. Do not list every person's name, rather, thank the members of the UWSP Wildlife Society in general)