

Guidelines for Oral Presentations

Abstract/Proposal/Artist Statement Information and Submission

SUNY/CUNY undergraduates in all academic fields are invited to submit proposals to present their independent research and creative activity projects at the **2024 SUNY Undergraduate Research Conference (SURC)** at SUNY University at Buffalo or SUNY Suffolk Community College. A proposal is a one-paragraph summary of your project. Note the document titled, "SURC 2024 - Abstract Guidelines" for instructions for preparation of your abstract.

Following submission of your abstract, you will be informed as to whether you will be presenting a poster, oral talk, or a performance. If you are selected to present a oral/performance:

- Research
 - A 12-minute oral presentation followed by a 3-minute Q&A session; or
- Exhibit/Performance Art (e.g., creative writing, visual art, music compositions, dance choreography, theatrical script)
 - A 12-minute oral presentation followed by a 3-minute Q&A session; or

Eligible Undergraduate Student Research and Creative Projects

- Produced by student(s) under faculty supervision or in collaboration with faculty
- Associated with 1) a thesis and/or capstone project; 2) advanced methods; 3) independent research; 4) applied learning or other course (in which project represents substantial research or creative work); or 5) summer research experience
- Based on advanced methodologies in the discipline and (in the case of research) on relevant data (statistical, lab, field, or survey) or primary source material

Please be sure to work with your faculty mentor before you submit your proposal. All proposals must have prior approval by your mentor. All mentors will be notified that you submitted a proposal.

Proposal Submission Information

Please have the following information available when submitting your presentation proposal:

- Primary presenter name, e-mail address, phone number, college/university, academic field
- Faculty mentor name, college/university name, and e-mail address
- If appropriate, the Secondary presenter(s) name(s) and e-mail address(es)
- Presentation type: Oral Presentation; Poster Presentation; Exhibit/Performance
- Presentation title, abstract (between 200-300 words)
- Special equipment or space requests

If you have questions, please contact SURC@suny.edu