

Writing Abstracts/Conference Proposals and Creating Posters

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Agenda

- Upcoming events
- Discuss strategies for writing abstracts and proposals
- Discuss strategies for creating poster presentations
- Open workshop

Upcoming Events



- Attend the GWC's drop-in writing group on Saturday, March 8th from 9 am-noon.
- Volunteer for the Research Symposium by Monday, March 10th.
- Submit your abstracts to the Research Symposium by Monday, March 10th.
- Attend the Research Symposium on Thursday, April 17th.

Call for Proposals (CFP)/Call for Abstracts (CFA)

- Phase 1: Closely read the CFP/CFA!
 - Re-read as often as you need to.
 - Highlight and take notes.
 - Pay attention to the language (and mirror it in your abstract proposal).



Strategy 1: Read the Title

- Example:
- **From Vision to Innovation: Advancing Research for Society**
- What is the title saying? What is theme? Put it in your own words if you have to.



Phase 1: Carefully Read the Call

- The theme of this year's research symposium asks you to consider your dreams and what it takes to make them a reality. This year's research symposium dares you not just to dream, but to turn your dreams into reality. This call challenges us to reflect on our dreams and our goals. Have we put forth the effort and accomplished them? Are we in the process of doing so? Or have we lost sight of our vision altogether and need to realign with our mission?
- It's one thing to have dreams for ourselves, but another to have dreams for the advancement of society. While personal ambition fuels innovation, the true power of research lies in its ability to drive meaningful change for society. Turning dreams into reality requires more than just ideas—it demands action. Achieving great things is also never a solitary endeavor. Collaboration and support play a vital role in bringing innovation to life. This year, we ask: In what ways have you used research to realize your dreams for the benefit of society?
- After reading this call, identify what you will need to address as you write your abstract draft.

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- It's one thing to have dreams for ourselves, but another to have dreams for the advancement of society. While personal ambition fuels innovation, the true power of research lies in its ability to drive meaningful change for society. Turning dreams into reality requires more than just ideas—it demands action. Achieving great things is also never a solitary endeavor. Collaboration and support play a vital role in bringing innovation to life. This year, we ask: In what ways have you used research to realize your dreams for the benefit of society?
- Operationalizing dreaming—look at the language. Mirror this in your abstract.
- The prompt again, but worded as a question.

Phase 2: Planning for the Abstract/Proposal

- Adhere to the word count.
- Identify how to best represent your work (oral presentation, poster, 3MT). You may need to justify why you choose this presentation style.
- Gather any relevant quotes/citations to reference to support the significance of your work.
- Draw on your prior experiences with writing abstracts/proposals. What worked?
- Review abstracts of your favorite model texts and notice why they are successful.



Phase 3: Begin Writing/Drafting

- Begin writing!
- As you write, remember to:
 - address the call
 - identify your presentation type
 - write an IMRAD-style abstract (Introduction, Methods, Research and Discussion—in our case, this will be the results/findings and significance)
 - use the language of the prompt in your abstract



Phase 4: Revision

Proofread
(aloud)

Have
someone else
read it (GWC)

Correct
submittable
format

Include your
name

Let's Review a Sample Abstract

- <https://wwwcp.umes.edu/symposium2023/wp-content/uploads/sites/151/2023/02/EXAMPLE-ABSTRACT-2020.pdf>

Strategies for Creating a Poster

- Identify the poster size (this information is usually on the submission page) and how it will be displayed.
- Once you know the size, you can look for free templates online (this is the website I use: <https://www.posterpresentations.com/free-poster-templates.html>) Canva is another option.
- Research posters usually contain IMRAD information.
- All content should be necessary and/or significant.

Research Symposium Poster Specs.

- Title, presenting author name, co-author name(s), affiliations, city and state as presented in the abstract.
- Generally, posters should include: an Introduction, Materials and Methods, Results, Discussion, Literature cited, and Acknowledgements.
- Poster Board Displays will be provided which will accommodate poster presentations up to a maximum size of 32 inches wide and 48 inches long.
- Poster Presentations smaller than this maximum size (such as those prepared on commercial poster board) are acceptable.
- Poster T-pins will be provided.

Strategies for Designing a Poster

- Think carefully about its visual appeal. Your poster is like a work of art. As the artist, you need to consider how your audience will be engaging with your work and make your design choices accordingly.
 - Aim for a balance between words and images.
 - Consider text and image size, especially with respect to distance.
 - Select an easily readable font (and complimentary fonts...serif and san-serif).
 - Don't go wild with color—readability is key.
 - Print your poster in advance so that you have enough time to revise and re-print if you need to.



Crowdsourcing

- Does anyone have any advice they would like to share regarding crafting abstracts/conference proposals and posters?



Questions?

Workshop

- Let's spend the time we have left workshopping our abstracts/conference proposals and/or posters.

