Northern Illinois University
2016 Community Engagement Show
Frequently Asked Questions (FAQs)

Q: Who attends Undergraduate Research & Artistry Day, and is there a cost?
A: Everyone is welcome! Faculty, undergraduate students, graduate students, alumni, family, friends, and the NIU and DeKalb communities! The Community Engagement Showcase may be particularly useful for students interested in applying to graduate school, especially for students who do not have presentation experience. This event is open to the public and free for all attendants.

Q: What are the benefits to undergraduate student attendees?
A: Students will be able to see what a conference entails without having to spend the money to get there. Students will also learn about what a poster presentation might include, service projects happening in various departments, and network with undergraduate students, graduate students, and faculty in a variety of disciplines. Representatives from different colleges will be in attendance to answer questions and provide information.

Q: Who can participate?
A: Any currently enrolled undergraduate student who has participated in community-based service or research, including work completed during a service learning course, internship, or student organization, is eligible to showcase his/her work at this event. All students are welcome to attend the event.

Q: What do I need to do to participate?
A: If you are interested in participating in this event, please register via the CES Website. The deadline to register is Friday, March 4, 2016.

TO REGISTER & PARTICIPATE
Step 1: Submit your 2016 CES Registration by Friday, March 4. Students wishing to present two projects must complete the registration survey twice (once for each project). Space is limited but students will be guaranteed one presentation at CES.

Step 2: Submit your abstract (250 words or less) by Friday, March 4. Students wishing to present two projects must complete the abstract submission survey twice (once for each project). Space is limited but students will be guaranteed one presentation at URAD.

Step 3: Review your abstract when you receive "Abstract Confirmation" email.

Step 4: Complete your poster (32" x 40") and submit to Creative Services by Monday, April 11, 2016 if printing through Media Services.

Step 5: Present on Tuesday, April 19, 2016.

Q: What projects are eligible?
A: Any currently enrolled undergraduate student who has participated in community-based service or research, including work completed during a service learning course, internship, or student organization, is eligible to showcase his/her work at this event. All students are welcome to attend the event.

Q: What types of presentations are accepted?
A: Posters, exhibits, 15-minute oral presentations, pre-recorded performances, and digital media are accepted. Poster guidelines and suggestions can be downloaded here. If you choose to display your work with digital media, you are responsible for your own laptop to stream your video.

• Posters should be no larger than 32” x 40”. The poster will hang by pushpins on a show wall. No foam boards will be allowed. Poster presenters should be prepared to stand next to their poster for the
entire duration of their scheduled presentation time and should prepare a 3 minute overview of their project. The poster will be displayed for the entire event.

- **Oral Presentations** should be no longer than 15 minutes (10-12 minutes for speaking; 3 minutes for questions). Students should be prepared to speak in front of an audience and answer questions. Students have the option to use a laptop and projector for their presentation.

- **Digital Media** should be prerecorded and no longer than 15 minutes. Students should be prepared to stand next to their table for the duration of their scheduled presentation to answer questions.

- **Exhibits** should be no larger than 3 feet wide and will be in the same room with all other projects. Students should be prepared to stand next to their exhibit for the duration of their scheduled presentation to share about their project and answer questions.

**Q: Why should I present at NIU’s Community Engagement Showcase??**
A: Benefits of participating in the Community Engagement Showcase include working one-on-one with a faculty mentor or community member, while giving you a chance to develop a better understanding of your service and how it affects the community. You also have the opportunity to practice presenting ideas to others (communication skills), develop your vita, and explore more about a career in service.

**Q: May a student be a presenter on more than one poster?**
A: A student may not be a primary presenter on more than one poster.

**Q: Must I be a major in a subject to present on that topic?**
A: No, but you must have worked under the guidance of a faculty member.

**Q: Will I receive academic credit?**
A: No, you will be recognized as participant in this campus-wide event. There are some departments that are offering participation in this event in lieu of other assignments.

**Q: Will there be awards?**
A: Yes. There will be awards based on student’s presentation skills and abilities.

**Q: How are student winners determined?**
A: Judges will use a standardized rubric to evaluate the posters, digital media, and exhibits. They will look at the overall organization and clarity of your poster and brief presentation.

**Q: What is Undergraduate Research and Artistry Day?**
A: URAD is an event that recognizes undergraduate students who have participated in a faculty-mentored research or artistry project.