

Deadline: Wednesday, February 8, 2017

**THE 31ST ANNUAL
CALIFORNIA STATE UNIVERSITY
STUDENT RESEARCH COMPETITION**

**SFSU CAMPUS COMPETITION
February 20 - 24, 2017**

**California Polytechnic State University,
San Luis Obispo
April 28th and 29th, 2017**

PROCEDURES AND GUIDELINES

PURPOSE

The competition is held to promote excellence in undergraduate and graduate scholarly research and creative activity by recognizing outstanding student accomplishments throughout the twenty-three campuses of the California State University.

WHO MAY APPLY

Undergraduate or graduate students currently enrolled at SFSU as well as alumni/alumnae who received their degrees in Spring, Summer, or Fall 2016 are eligible. The research presented should be appropriate to the student's discipline and career goals. Proprietary research is excluded. Presentations from all disciplines are invited.

Research involving human or animal subjects must have an approved protocol on file with the Office of Research and Sponsored Programs - Human and Animal Protections, <http://research.sfsu.edu/protocol/>.

Team research projects may be submitted, but only one student may give the oral presentation. If the submission is selected for presentation at the system-wide competition, only one student can be funded to attend.

There will be separate undergraduate and graduate divisions for each of the following categories (unless a division has four or fewer entrants, in which case undergraduate and graduate divisions may be combined). The Cal Poly steering committee reserves the right to combine or subdivide these categories or to move an entrant from one category to another, as numbers of submissions necessitate. The ten categories are as follows:

- Behavioral and Social Sciences
- Biological and Agricultural Sciences
- Business, Economics, and Public Administration
- Creative Arts and Design (*creative projects are welcome—see "Competition Guidelines"*)
- Education
- Engineering and Computer Science
- Health, Nutrition, and Clinical Sciences
- Humanities and Letters
- Physical and Mathematical Sciences
- Interdisciplinary

HOW TO APPLY

The annual CSU Student Research Competition takes place in two phases. The first part of the competition is held on each campus; the second phase takes place for selected students at a CSU campus that is hosting the system-wide research conference. This year, the location of the system-wide competition is at California Polytechnic State University, San Luis Obispo.

SFSU students interested in participating in the Competition must submit a registration form online <http://grad.sfsu.edu/content/csu-research-competition>, and submit their summary and appendices to Britney Stewart by e-mail at britneys@sfsu.edu. Please put CSU Student Research Competition and your last name in the Subject line.

The rules governing the written Summary are as follows:

- The summary must include the name(s) of the student(s) and the title of the presentation.
- The narrative may not exceed five *doubled-spaced* pages. Use fonts and margins that ensure legibility.
- Appendices (bibliography, graphs, photographs, or other supplementary materials) may not exceed *three* pages.
- Research that has human or animal subjects' involvement must have appropriate institutional review.
- It is expected that the student will not make an oral presentation by simply reading directly from this summary.

Only *eight* pages total (five for the narrative and three for the appendices) should be submitted for your entry. Submission materials must be submitted electronically and titled:

Category_LastName_GraduateorUndergraduateStudent by 5 pm on **Wednesday, February 8, 2017**, and emailed to Britney Stewart in the Division of Graduate Studies at britneys@sfsu.edu.

Students will be notified about the details (date/time/place during Feb 20 – 24, 2017) for the oral presentations of their research to a panel of judges and an audience.

COMPETITION GUIDELINES

Students will present their work orally before a jury and an audience. Students will compete by discipline category and, where feasible, by class standing (undergraduate/graduate), as described above in "Who May Apply." Each student will have ten minutes for an oral presentation of his or her work and five minutes to listen and respond to juror and audience questions. All entrants may use audiovisual materials as appropriate, and presenters are encouraged to use delivery techniques that promote interaction with the audience. Entrants in the Creative Arts and Design category may present an audio and/or visual record of a performance they have given or a work they have created; their oral presentation should focus on the rationale and historical context underlying their interpretation of the material.

The names of the students who are selected through the campus portion of the competition to represent SFSU at the system-wide conference will be sent to Cal Poly, San Luis Obispo, along with their research summaries. The University will provide funds for travel for the students selected in each competition category to attend the system-wide competition on April 28-29, 2016. Winners traveling with the university must be able to attend the entire CSU Student Research competition and additional required events as communicated by Graduate Studies. Winners of the system-wide competition will also receive monetary awards.

At the system-wide competition at Cal Poly, San Luis Obispo, students will also present their work orally before a jury and an audience. Students will compete by discipline category and class standing (undergraduate/graduate) as described above in "Who May Apply."

Each entry (oral presentation plus written summary) will be judged on the following:

- Clarity of purpose
- Appropriateness of methodology
- Interpretation of results
- Value of the research or creative activity
- Ability of the presenter to articulate the research or creative activity
- Organization of the material presented
- Presenter's ability to handle questions from the jury and general audience

AWARDS

Based on the recommendations of the jurors, an honorarium will be provided to the winner of each category selected to move forward to the larger CSU Competition. Winners of the system-wide competition will also receive monetary awards.

QUESTIONS

Please direct all questions about the student research competition to Britney Stewart in the Division of Graduate Studies: britneys@sfsu.edu or 415-405-4391.

Useful Written Summary Tips

Typically, submissions include an introduction, brief literature review, methods, findings, discussion/interpretation of data, application/future study suggestions, and a conclusion. The short proposal may vary depending on your discipline. The imperative is that you are very clear about what your work is focused on and why it is important. Be sure that you:

- Briefly describe the purpose of your project. Why this project? What was the problem? What is the rationale or historical context?
- Briefly explain how your project fits into your area of study/program? (Do not forget to include previous studies/literature or creative works)
- Clearly explain your methodology. How did you test, analyze, and assess your data/project or artistic methods?
- Clearly explain the results or outcomes of your research or creative work
- Remind your reader or audience why your research is important by discussing/interpreting your results. (Some people prefer to state why their work is compelling, relevant or essential right after detailing the purpose of the study. Explain if adding to existing information or is generating new ideas or innovations)

Have your faculty mentor review your proposal summary and use advice from them on how to structure your narrative submission.

Useful Presentation Tips

Different disciplines have different ways of presenting information to an audience. Talk with your faculty advisors to discuss presentation styles. However, the CSU Research Competition requires you to deliver your work with a strict 10-minute time limit, followed by questions from the judges and sometimes, the audience of peers. The judges are from your broad disciplinary area, but they may or may not be experts in your specific area. Knowing that:

- Decide whether you will use a PowerPoint style presentation, note cards or text. Practice using the mode of delivery you choose.
 - When using a PowerPoint make sure your audience can follow your slides. Do not make your slides text heavy.
 - If use note cards, use key words and color coding or another method so you can find your place.

- If using text, use a technique such as color coding paragraphs or key points to keep your focus.
- Define key terms and minimize jargon unless the wording is essential to express your work. Make sure that key factors (purpose, significance and findings of your presentation is accessible to those from other disciplines. Those outside the discipline may not understand the methodology and analysis in some fields. Simplify, but address the judges in your discipline.
- Clearly articulate your ideas, objectives, and/or research questions and importance of your findings.
- Describe your methods, artistic medium, and findings.
- When possible, include visuals versus text (e.g. pictures, graphs, charts or actual objects to show your process or outcomes etc.)
- Work with the Graduate Studies speech coach on your presentation. The experience is invaluable and will help you focus your presentation.
 - Practice your presentation out loud in front of a mirror and to friends and again with the speech coach so that you are comfortable with the material and can stay within the 10-minute time frame. Presentations are stopped by the judges at 10 minutes. They will give you a 3, 1, stop warning (sometimes 5,3,1, stop).
 - Do not read directly from your slides or presentation notes.
 - When practicing your presentation, have your “audience” hold up time signs so you get used to looking for the time signals from the judges.
- Anticipate questions from the judges. If you do not know the answer that is ok, do not make one up but instead say, “That is a great question, I do not have an answer for that at the moment but I will definitely review that information when I get back to campus.”

Be professional during your presentation. How you appear and communicate makes a difference. For example:

- Never chew gum while presenting! In your excitement, it can fall out.
- Wear professional attire during the presentation.
- For additional information on professional attire visit the following websites:
 - http://andnowpresenting.typepad.com/professionally_speaking/2009/11/presentations-what-to-wear.html
 - <http://www.forbes.com/sites/nickmorgan/2013/12/05/how-to-avoid-disaster-six-rules-for-what-to-wear-when-giving-a-speech/#4466c87a2dce>
 - <http://www.sophisticatededge.com/business-casual-attire-at-conference.html>