

## Wed April 12 - 2017 UICOMP Research Day

### Application Guidelines and Requirements

The deadline to submit an application is **Mon February 13, 2017**. You will be contacted via email regarding the status of your application by March 6, 2017. The event will be held on Wednesday, April 12, 2017. Please submit your application to Valerie Bricka [sresearchday@uicomp.uic.edu](mailto:sresearchday@uicomp.uic.edu). Applications received will be confirmed.

#### **Eligible Applicants**

- Current Medical Students at UICOM
- Current Graduate Nursing Students at UICOM
- Undergraduate students participating in Medical Research at other institutions.

#### **Categories**

- Clinical Vignettes
- Continuous Quality Improvement (CQI)
- Research

#### **Eligible Projects**

- Current completed projects in Health Science research/patient care
- Appropriate IRB approval obtained

#### **Abstract Guidelines**

Clinical Vignettes

- 400 words in plain language including
  - Introduction
  - Case Scenarios
  - Discussion
  - Conclusion

CQI or Research

- 400 words in plain language including
  - Background
  - Objective
  - Study Method (design, subjects, procedure, measurement, analysis)
  - Results
  - Conclusion

#### **Upon acceptance:**

If you do not yet have a printed poster, you will need to provide a finished PowerPoint file by email to Mary Jean Dzurisin in D.E.S. by March 17, 2017.

#### **Poster Guidelines**

- Contact Mary Jean Dzurisin at 671-8448 or [mjd@uic.edu](mailto:mjd@uic.edu) regarding the printing of your poster.
- Please allow 2 weeks for printing. There are often several posters that need to be printed for an event such as this and this turnaround time will ensure everyone's poster can be printed on time. If 2 weeks is not feasible, contact Mary Jean ASAP to determine if printing is possible. **Mentors must proof & approve. (No one else will proof posters.)**
- Please use one of the PowerPoint [Poster Templates](#) available on the UICOMP website. There are instructions for setting up your poster and 20 templates available with various banner options. *Be sure to save the template to your desktop (do not work on the website). For Mac users, please submit PowerPoint and PDF Files.*
- For UICOMP medical students only, Academic Affairs will cover the cost of your poster.
- For all other accepted posters, it is your responsibility to determine the funding. A typical 3' x 6' poster costs \$92. A [D.E.S. Requisition](#) is required. If the department you are working with will pay for the poster, please ensure a completed D.E.S. requisition is sent to Mary Jean by e-mail attachment or courier mail. If you are paying for the poster yourself, Mary Jean will generate a D.E.S. Requisition in your name and you can pay in Accounting by cash or check when you pick up your poster.
- Mary Jean will print and trim your poster and it will be provided to you in a labeled, heavy-duty cardboard tube suitable for travel. You will be responsible for hanging your poster on Research Day.