

College of Arts and Sciences (CAS)

Guidelines & Evaluation Criteria for Undergraduate & Graduate Students' Research Poster Competition

Academic Year 2015/2016

Description

The CAS Student Research Poster Competition was designed to provide students with the opportunity to showcase their research accomplishments and to promote research excellence in the various fields of Arts and Sciences.

The best two undergraduate student posters and the best graduate student poster in Arts and Sciences respectively will be selected at the **Annual College Research Day** scheduled to take place on **Monday 30 May 2016**, and recognized at the CAS Annual Ceremony. The poster competition consists of a visual display of research findings combined with a short oral presentation about the poster content.

Guidelines & Timeline

1. Each Department Head should send by e-mail to Ms. Lujain Al-Kurdi (lujain.alkurdi@qu.edu.qa) the name and contact details of the departmental focal person (Departmental Research Committee (Chair) / Capstone Committee / Graduate Program Coordinator) by **Monday 25 April 2016, 12:00 noon**.
2. The Chair of the Departmental Research Committee/Capstone Committee (for undergraduate students) and Graduate Program Coordinator (for Graduate students) should send by e-mail to Ms. Lujain Al-Kurdi (lujain.alkurdi@qu.edu.qa) the exact number of posters per program by **Monday 2 May 2016, 12:00 noon**.
3. All posters should be submitted for printing by the Chair of the Departmental Research Committee/Capstone Committee (for Undergraduate posters) and Graduate Program Coordinator (for Graduate posters) to Ms. Lujain Al-Kurdi (lujain.alkurdi@qu.edu.qa) by **Monday 16 May 2016, 12:00 noon**.

All students participating in the competition should use the provided **Poster Design Template**. Failure to do so will mean disqualification from the competition:

- a) Posters should include: project title, names and affiliations of authors, project objectives, background, methodologies, results and discussion, conclusion, and references. In case the

project is funded by internal or external fund, please state the funding agency and project number.

b) Font should be at least size 18.

c) Graphs and tables should be labeled in sequence and should be clearly readable from 1.8 meters distance.

4. Each Department's Research Committee/Capstone Committee should select the best two undergraduate student posters from each of its academic programs to be part of the student poster competition. This selection is conducted only for the undergraduate programs. All graduate student posters will be directly considered for the competition.

Undergraduate Research Experience Program (UREP) Projects can be displayed during the annual research day but will not be eligible for the student research poster competition.

The departmental evaluation should be made on the basis of the ***Poster Evaluation Rubric (Appendix)*** and the following details for each of the nominated posters should be sent by e-mail to Ms. Lujain Al-Kurdi (lujain.alkurdi@qu.edu.qa) by **Monday 23 May 2016, 12:00 noon**:

- Name of the program;
- Title of the shortlisted poster;
- Name of the student(s); and
- Name of supervisor.

5. The Posters will be made available at the venue (to be determined) on **Sunday 29 May 2016**. It is the responsibility of students and departments to arrange for fixing the posters on the designated departmental booth, starting from 10:00am till 12:00 noon.

6. The CAS Research Committee will assign judging panels for selecting the six winning posters (winner & runner-up for the undergraduate arts, winner & runner-up for the undergraduate sciences, winner for the graduate arts, and winner for the graduate sciences).

The evaluation will consist of 2 steps:

- a) Posters will be evaluated in the absence of students during the afternoon of **Sunday 29 May 2016**.
- b) Students should present orally their posters to the judging panel on **Monday 30 May 2016, starting from 9:00am**. Students are required to be onsite for oral presentation. No show will mean exclusion of the poster from the competition. Oral presentation and question will be about 5-7 minutes per poster.

Please refer to the following timetable for a summary of all the above including deadlines and breakdown of responsibilities:

Task	Responsibility of	Deadline
Send by e-mail to Ms. Lujain the name and contact details of the departmental focal person	Department Head	Monday 25 April 2016, 12:00 noon
Send an email with the total number of posters per program to Ms. Lujain	Departmental Research Committee (Chair) / Capstone Committee / Graduate Program Coordinator	Monday 2 May 2016, 12:00 noon
Submit soft copies of the students' posters to Ms. Lujain for printing	Departmental Research Committee (Chair) / Capstone Committee / Graduate Program Coordinator	Monday 16 May 2016, 12:00 noon
Submit the best two undergraduate posters for each program to Ms. Lujain	Departmental Research Committee (Chair) / Capstone Committee	Monday 23 May 2016, 12:00 noon
Set-up posters in the venue	Students and Department/ Programs	Sunday 29 May 2016, from 10:00am till 12:00 noon
Evaluate student posters	CAS Research Committee Judging panels	Sunday 29 May 2016, after 12:00 noon
Evaluate student oral presentations of their posters and Q&A session with the evaluation committee	Students and the CAS Research Committee Judging panels	Monday 30 May 2016, starting from 9:00am

Evaluation Criteria

At the College level, the two assigned judging panels will use the *Poster Evaluation Rubric (Appendix)* to evaluate the Student Posters based on the following:

- Quality and appeal of Poster (25%);
- Content of the Poster (50%); and
- Student Presentation (25%).

Award Announcement

The names of all the finalists from each undergraduate academic program will be announced during the CAS Research Day. Each student will receive a certificate of recognition for best poster in their respective program.

The winners of the undergraduate and graduate student research poster competition and runner up in each of the two College branches of Arts and Sciences will be honored at the CAS Annual Ceremony and their names will also be posted on CAS Research website.

The Award for undergraduate programs consists of **1)** a certificate for winner and runner up, **2)** a voucher of QR 6,000 for the winner, and **3)** a voucher of QR 4,000 for the runner-up, in Arts and Sciences respectively. In case the winning poster has more than one student, the voucher amount will be split evenly among participants.

For graduate programs, the award consists of **1)** a certificate for the winners, **2)** a voucher of QR 6,000 for the winners, in Arts and Sciences respectively.

APPENDIX: College of Arts and Sciences - Research Poster Competition - Evaluation Rubric

Evaluator's name: _____

Student/s name: _____

Project Supervisor: _____

Poster Title: _____

Department/Program: _____

Category	<u>Excellent (9 to 10 out of 10)</u>	<u>Good (7 to 8 out of 10)</u>	<u>Fair (5 to 6 out of 10)</u>	Pts.	Weight
Poster Display					25%
Quality and appeal	Strong evidence that all: Graphs and figures are clear. Font size is large enough to read. Information is not too crowded. Use of language is correct and there are no spelling errors. Poster is appealing to viewers.	Some evidence that mostly: Graphs and figures are clear. Font size is large enough to read. Information is not too crowded. Use of language is correct and no spelling errors. Poster is appealing to viewers.	Graphs and figures are not clear. Font size is not large enough to read. Information is too crowded. Use of language is incorrect and there are spelling errors. Poster is not appealing to viewers.		25%
Poster Content					50%
Organization	The poster shows logical flow of thoughts, meaningful sequence of graphs and tables, and a summary of the main points.	The poster shows some logical flow of thoughts, meaningful sequence of graphs and tables, summary of the main points.	The poster shows little or no: logical flow of thoughts, meaningful sequence of graphs and tables, summary of the main points.		10%
Required components	<u>All required components are included with professional quality content:</u> Abstract is clear and concise. Research aims and hypothesis are clearly stated. Background/Literature review is concise. Materials and Methods (including statistical analysis) are clear and sound. Results and Discussion are supported by data and clear/objective. Conclusions and implications are based on the results presented.	<u>Most required components are included with professional quality content:</u> Abstract is clear and concise. Research aims and hypothesis are clearly stated. Background/Literature review is concise. Materials and Methods (including statistical analysis) are clear and sound. Results and Discussion are supported by data and clear/objective. Conclusions and implications are based on the results presented.	<u>Required components are missing or included with inadequate content:</u> Abstract is not clear or concise. Research aims and hypothesis are unclear or not provided. Background/Literature review is missing or inadequate. Materials and Methods (including statistical analysis) not clear or sound. Results and Discussion not supported by data and/or clear objective. Conclusions and implications are not based on the results presented.		30%
Originality	Topic is original, important, and/or relevant.	Topic somewhat original, important/ relevant.	Topic not original, important and/or relevant.		10%
Student Presentation					25%
Delivery	<u>Excellent delivery of summary to judges:</u> In clear tone of voice, While maintaining visual contact , Remaining calm, Adhering to time limit.	<u>Acceptable delivery of summary to judges:</u> Mostly in clear tone of voice, Mostly maintaining adequate visual contact , Mostly calm. Slightly exceeding time limit.	<u>Weak delivery of summary to judges:</u> Unclear tone of voice. Little or no visual contact. Nervous. Exceeded time limit.		5%
Research summary	Very clear, concise, and articulate summary of research project.	Mostly clear, concise, and articulate summary of research project.	Unclear, lengthy, and/or incoherent summary of research project.		10%
Q&A	Answers to questions are coherent and complete. Answers demonstrate confidence and extensive knowledge of the topic.	Answers to questions are mostly coherent and complete. Answers demonstrate good level of knowledge of the topic.	Answers to questions are incoherent and/or incomplete. Answers demonstrate limited knowledge of the topic.		10%
Overall Score (Multiply the points in each of the 3 categories by the corresponding weight and add up)					

Signature of judge _____

Additional notes: