

Scholars' Colloquium Guidelines

Guidelines for an Abstract Deadline: March 9, 2012 5pm

(Abstract is required for paper or poster)

Research abstracts identify a problem, delineate methodology used, review analysis of data, and summarize findings.

Use proper English grammar and spelling according to APA Publication Style (presenter may use another style manual for the paper/poster).

- Attach abstract to the application as a Word document (.doc or .docx)
- Submit online through LCU Scholars' Colloquium form.
- Abstract length: 350 words or less
- Use Times New Roman, 12 point font
- Abstract title is **ALL CAPS, Boldface**
- List authors First name, Middle initial, Last Name
- Designate the author's status: graduate student, undergraduate, faculty, staff, honors student
- Indicate the department or subject area of your topic

Guidelines for an Academic Paper Deadline: April 2, 2012

Quality papers have a central organizing thesis or question. The structure of the paper should be appropriate to its purpose, with fluid transitions, an introduction that anticipates the whole, connects the next section, and a conclusion of ideas. Supporting documentation is appropriate to the discipline and thesis/question of the paper. An adequate number of scholarly sources reflect different positions/points of view.

The presenter should be able to read the paper in 20 minutes, allowing 5 minutes for questions from the audience. The average person can read a double-spaced page (with one-inch margins) in 2 minutes. Using media may reduce reading time and should be a factor in determining the length of the paper.

The paper is submitted to the teacher indicated on the submission form by the deadline.

Guidelines for an Academic Poster Deadline to order from Marcom: March 30, 2012 5pm

Academic posters may vary by discipline, but include: title, investigator(s), abstract, purpose, question(s), hypotheses, description of data/sample, methodology (i.e., design, instruments, procedures), results, conclusions, and implications for further research.

The verbal and visual information communicate the major points of the project.

Information is well-organized with a logical flow from project question to conclusion(s) and implication(s) for further research. Poster panels represent a summary of the relevant information the presenter wants to convey.

Posters are:

- visually appealing and creative
- legible from 6 feet and understood in 5 minutes
- headings at least 48-point font
- text not less than 18-point font
- information is free of typographical errors
- charts and graphs are labeled
- documentation is essential with "references/works cited" panel listing all sources used (poster guidelines adapted from National Collegiate Honors Council).

Guidelines for an Academic Presentation

The presentation should reflect professionalism (including dress) and maintain the interest of the audience. The presenter should consider: voice (volume and pitch), rate of delivery, use of pauses, articulation, eye contact, ease of delivery, movement and gestures, posture, nonverbal language, and proper use of English grammar.