



# RESEARCH, CREATIVITY, & INNOVATION FORUM

WEDNESDAY, APRIL 27, 2022

## Presenter Guide

### Prior to Event

- **Poster Presentations**
  - You are responsible for printing your poster prior to the event.
  - Preparation and printing guidelines can be found on our [website](#).
- **3MT Oral Presentations**
  - The 3MT Slide submitted on Dryfta will be saved and ready for you.
  - There is no need to print any materials.
- **Review** the evaluation rubrics to understand the criteria the subject experts will be considering.

### Day of Event

- **Arrival**
  - **Please arrive at 11AM** to allow time for you to setup your poster regardless of your presentation time.
  - The registration table is located in the Shalala Student Center Third Floor Mezzanine.
  - You will be provided a name tag and materials to display your poster.
  - If your assigned presentation session(s) occur later in the day, you may leave and return, just be sure to arrive 10 minutes early.
- **Present Yourself Well**
  - Dress professionally, wear your name tag, and silence your cell phone.
- **Poster Presentations**
  - You are assigned two separate sessions to allow for two different subject experts to provide feedback.
  - Your presentation should last approximately 10 minutes.
- **3MT Oral Presentations**
  - You will present once within your assigned session for a panel of four subject experts.
  - The 3MT format is setup for you to present for three minutes followed by two minutes for audience questions.
  - There will be a visual timer to notify you when 1 minute remains for your presentation.
  - Please refer to the [3MT Oral Presentation Guidelines](#) for more information.
- **Be Prepared To Learn**
- We encourage you to support your peers and attend other presentations during the sessions you are not assigned to.
- **Enjoy The Experience**
  - RCIF offers a friendly, supportive environment to network and build your professional academic presentation skills.

