

2019 National Student Research Forum Galveston, Texas

PARTICIPANT INFORMATION

The information contained in this packet will assist you in your preparations to attend the 2019 National Student Research Forum. Upon abstract/manuscript acceptance, detailed instructions regarding the time, place, and title of the session in which your research will be presenting, will be forwarded to you. If your file is incomplete, you will be notified at such time.

AIRPORT INFORMATION

Galveston Island is located southeast of Houston, Texas, and is served by two international airports: William P. Hobby Airport and George Bush Intercontinental Airport. **It is recommend that you fly into William P. Hobby Airport, as it is located near Interstate 45 and is significantly closer to the UTMB campus, at approximately 45-50 miles.** George Bush Intercontinental Airport is approximately 1 to 1.5 hours away (approximately 90 miles) from Galveston.

Please note that travel to and from the airport is your responsibility. In addition to other shuttle services in the area, you may contact Galveston Limousine Service, Inc. for shuttle reservations. Rates and other information can be found by calling 1-800-640-4826, or visit their website at www.galvestonlimousineservice.com. (Prices are subject to change without notice.)

REGISTRATION INFORMATION

Complete and return the attached registration and cover sheet endorsement form to NSRF.Galveston@utmb.edu. We encourage you to submit via email, but if that is not feasible, mail to:

THE NATIONAL STUDENT RESEARCH FORUM

**ATTN: NSRF Coordinator
301 University Blvd.
1.212 Ashbel Smith Bldg.
Galveston, TX 77555-1317**

Registration fee must be paid online by March 17, 2019. Registration fee refunds will not be issued after April 1, 2019.

The Forum registration desk will be open on Thursday, April 18, 2019 from 7:30 a.m. and on Friday, April 19, 2019 at 7:30 a.m. on the UTMB campus.

HOTEL INFORMATION

The **Hilton Galveston Island Resort** (www.hilton.com) will be hosting a number of this year's NSRF events. It is the hotel offering discounted room rates for NSRF participants, and is located on the beachfront at 5400 Seawall Boulevard. Single occupancy room rate is **\$134.00 for Wednesday & Thursday nights (17-18 April) and \$179.00 for Friday (19 April). Three night stay average is \$149 per night. You MUST make your reservations by March 26, 2019 to secure a room at the reduced rate. To make reservations call (409) 744-1500 and identify yourself as part of the "2019 National Student Research Forum (NSRF)".** Upon

arrival, check in at the hotel registration desk to receive additional materials, be sure to tell them that you are with the NSRF.

PRESENTATION PREPARATION

All submissions via the NSRF website must not be over the 2500 character count. The character count includes spaces. Some formulas may increase the character count. Once submitted, there is no ability to edit or allow the submitter to edit. It is your responsibility to meet the character count of our database.

We strongly recommend that all materials vital to your presentation be hand-carried while traveling to the NSRF, and that you also bring a backed up version of those materials. DO NOT bring laptops, as UTMB auditoriums are equipped with computers and updated technology for use with PowerPoint presentations. Please note that A/V technical support will also be available to assist you, if necessary.

ORAL PRESENTATIONS

15 minutes will be allotted for each paper, and the time limit will be **RIGIDLY ENFORCED**. Participants **MUST** limit their presentations to 10-12 minutes, with remaining time for discussion. Oral presentations will be judged on content, audiovisual aids, and the participant's ability to sufficiently answer questions. For oral presentations, the manuscript and the oral presentation of the topic at the Forum will be considered for judging, at 60% for the manuscript and 40% for the oral presentation.

The manuscript is **limited to 15 pages of text double-spaced** (type no smaller than 10 point Times Roman Font) and must be written in English. It should indicate the problem under consideration and its significance. In addition, it should describe the means and materials used in the solution of the problem. Finally, it should state the results, their significance, and their applicability to broader fields of knowledge. Papers will be judged on knowledge, originality of technique and methods, and relevance.

FORMAT OF MANUSCRIPTS

1. Participant's name **should not appear anywhere in the manuscript**. The manuscript should have the title of the manuscript and ID# that was provided to you by the NSRF committee.
2. Acknowledgments should be omitted from all copies of the manuscript.
3. All references to location or university at which the research was done are to be omitted.
4. Photos, figures and legends, and references should appear at the end of the manuscript. (These are not counted as text and, therefore, are not included in the fifteen page limit.)
5. **Manuscripts must be e-mailed as a PDF to NSRF.Galveston@utmb.edu by April 1, 2019.**

POSTER PRESENTATIONS

See Schedule for dates and time

Participants presenting in poster sessions are **not required to submit a manuscript**. All poster presentations will be considered for Poster Presentation Awards, providing the first author listed on the abstract is the presenter. Posters will be judged on their adherence to the stated guidelines, content, clarity, and the ability of the researcher to handle questions. Judges will circulate through the poster session during the judging. The authors will be required to briefly present their posters to the judging panel.

POSTER PRODUCTION

1. Please make your poster 72 inches (w) by 44 inches (h) and include sections as follows:
 - the subject under consideration and its significance

- the means and materials used
 - a summary of the results presented in sufficient detail to support the conclusions
 - the significance of the results and their applicability to broader fields of knowledge
 - references
2. The title of the poster, ID#, the name of the participant and the location at which the research was performed should appear at the top of the display in a space at least 20cm high. **CAPITALIZE THE ENTIRE TITLE.**
 3. All illustrations should be professionally finished. Hand drawn figures are strongly discouraged.
 4. Posters are to be attached to the boards with thumbtacks. * **NO** paste, glue, staples, or nails are permitted.
 5. Judges will circulate through the poster session during a specified period of time during the Forum. Posters will be judged on their adherence to the stated guidelines, content clarity, and the ability of the researcher to handle questions.

**Push pins and thumbtacks will be provided.*

Tentative Schedule for Plenary Sessions

(Schedule is subject to change. Final schedule will be available closer to the forum.)

All participants are required to attend the plenary sessions in order to compete for awards. Attendance will be taken at all plenary events. Plenary sessions will take place at Levin Hall on the UTMB campus.

Thursday April 18, 2019:

8:30-9:00 am – Welcome address

12:00-1:00 pm – Lunch Seminar

4:00-5:00 pm –Keynote Lecture Series

Friday April 19, 2019:

12:00-1:30 pm – Bench to Bedside Lunch

2:00-3:30pm – Interactive Focus Groups

5:00-7:00pm – Awards Banquet- Hilton Hotel and Spa

Osler Essay Contest

The Oslerian Award for Translational Research

Sponsored by the William Osler Scholar,
John P. McGovern Academy of Oslerian Medicine

“The...greatest glory is that the leaves of the tree of science have availed for the healing of the nations. Measure as we may the progress of the world – intellectually in the growth and spread of education, materially in the application to life of all mechanical appliances, and morally in a higher standard of ethics between nation and nation, and between individuals, there is no one measure which can compare with the decrease of disease and suffering in man, woman and child.”

-Sir William Osler
Man’s Redemption of Man: A Lay Sermon, 1910

To compete for this award, the applicant will write an original 1000-word essay describing the implications and potential importance of his/her research avenue or discovery for the betterment of human health. The successful essay should explicitly link results of the applicant’s scientific inquiry with humanistic ideals espoused by Osler and emulated to this day. Judging will be based both on the applicant’s essay and submitted abstract. The winner will receive a cash prize, a plaque, and a book. **Entry Deadline is April 1, 2019.**

Please submit email entry to NSRF.Galveston@utmb.edu.

Participant Forms Submission

Attachment 1: Registration Form

Form must be completed and returned with your by March 17, 2019. Registration fee should be paid through the online payment system, **\$150 USD registration fee no later than March 17, 2019**. The fee is non-refundable after April 1, 2019.

Attachment 2: Cover Sheet Endorsement Form

All persons making a presentation must complete this form.

Attachment 3: Author's Disclosures

Form must be complete, signed, and returned.

2019 NSRF REGISTRATION FORM

Please complete and return by March 17, 2019

(Please print or type)

(Mr., Mrs., Ms., Dr.) Last Name: _____ First Name: _____

Home Address: _____

Phone: (_____) _____ - _____

Faculty Sponsor: Last Name: _____ First Name: _____

Mailing Address: _____

Phone: (_____) _____ - _____

If guest will attend, please print or type name.

1. _____

Please check the events you plan to attend. Registration fees include the cost of all planned social functions.

_____ Evening mixer Hilton Galveston Resort Thursday, April 18, 2019 5:30 p.m.

_____ Awards Banquet Hilton Galveston Student Resort Friday, April 19, 2019 6:00 p.m.

Note: Food will be served buffet style.

STANDARD EQUIPMENT PROVIDED: Auditoriums are equipped with computers and updated technology for use with power point presentations. THE PARTICIPANT MUST PROVIDE ANY SPECIAL EQUIPMENT.

Credit card payment should be made online for \$150 (U.S Dollars) and this form emailed to NSRF.Galveston@utmb.edu. An additional \$50 (U.S. Dollars) Guest Fee is necessary for one guest, including spouse, who will attend the awards banquet (Guest Fee is for the awards banquet only, guests are not allowed to attend the Forum). NO REFUNDS WILL BE ISSUED after April 1, 2019.

THIS FORM, PLUS THE REGISTRATION FEE, MUST BE RECEIVED BY MARCH 17, 2019. Please return original form to the National Student Research Forum email. Please keep a copy for your records; a receipt for payment will be provided at the time of online payment. Please contact the NSRF Coordinator at (409) 772-2780 or NSRF.Galveston@utmb.edu with any questions.

COVER SHEET ENDORSEMENT

All presentation participants must complete and return this form by March 17, 2019. Handwritten forms will not be accepted; you will not be allowed to present your work if this form is not returned to the NSRF Coordinator by March 17, 2019.

I acknowledge that the presentation entitled:

The above title will appear under the student participant's name as first author at the National Student Research Forum. Please note that there can be only one first author. Furthermore, any future publications of this work will bear his/her name in conjunction with the faculty members who advised and guided the project.

Student Participant (Please Print)

Student Participant's Signature

Department Chair/Dean (Please Print)

Department Chair/Dean Signature

Faculty/Dean Sponsor (Please Print)

Faculty /Dean Signature

Author's Disclosures

1. CONFLICT OF INTEREST

Please circle one and initial pertaining to conflict of interest and financial disclosures.

A _____ (Initial here) *Neither I nor my spouse/domestic partner* have a significant financial interest or other relationship with any manufacturers of commercial products or service providers. I am not receiving direct payments from a commercial entity with respect to this activity.

B _____ (Initial here) *Either I or my spouse/domestic partner* have a financial relationship, arrangement or affiliation with one or more commercial entities that could be perceived as a real or apparent conflict of interest *in the content of this presentation. (Please attach a written description of the financial relationship that exists including dollar amounts and the source of the funds.)*

2. ANIMAL RESEARCH

Please check here if the research you are presenting at the 2019 NSRF involves the use of animals, including non-human primates. This excludes the use of human subjects (see below).

If your research involves the use of animals, do you have the appropriate and current approvals from your IACUC and/or other institutional committee? (Circle AND initial)

Yes _____ (Initial here)

No _____ (Initial here)

If yes, please attach, the IRB Letter or CITI Certificate

Date of approval: _____ Protocol number: _____

3. HUMAN SUBJECT USE

Please check here if the research you are presenting at the 2019 NSRF involves the use of human subjects or samples.

If your research involves the use of human subjects and samples, do you have approval from your IRB, CITI Certificate or other appropriate institutional committee? (Circle AND initial)

Yes _____ (Initial here)

No _____ (Initial here)

If yes, attach IRB Letter or CITI Certificate

Date of approval: _____ Protocol number: _____

I attest that I have read the above disclosures and agree that the above information is true and accurate.

Student Signature

Date

Faculty Advisor Signature

Date