

**Request for Proposals:
Research Week**

Overview/Purpose:

Research Week is a dedicated week of events focused on showcasing scholarly works from faculty, graduate, and undergraduate students. The event allows scholars a platform for dissemination in a setting of celebration.

Research Week Outline:

Tuesday, March 31 - New Frontiers Reception

Description: The reception will include the unveiling of the 2020 magazine faculty spotlights including food and drinks.

Location: Health Science Atrium

4:00 – 6:00pm Brief presentation at 5:00 pm

Wednesday, April 1 - New Frontier Faculty Presentations

Description: Faculty featured in New Frontiers 2020 will present their work on two moderated panels.

Location: Antelope Room (Student Union)

2:00 - 5:00pm Oral Presentations

Thursday, April 2 - Graduate Student Research Day

Location: Student Union (Ponderosa)

8:00 – 12:00pm Poster setup

1:00 - 4:00pm Oral and Poster Presentations

1:00 – 2:00pm Poster Judging

Friday, April 3 - Undergraduate Research Day

Location: Student Union (Ponderosa)

7:30 – 9:00am Poster set up

9:00 – 11:00am Poster judging

12:00 – 1:15pm Luncheon for student presenters and mentors

1:30 - 3:30pm Oral and Poster Presentations

3:30 Closing ceremony & Presentation of Awards

Registration - Graduate and Undergraduate students will register using NURamp. Application instructions can be found in the attached document.

Process/Application Documents

Applications are due via *NURamp*: nuramp.nebraska.edu

NU Ramp Instructions

1. Log into NURamp with your easi credentials.
2. Select “Add New IC Application” from the “Quick Add Actions Box.”
3. Select “Research Week 2020” Application” from the drop-down menu.
4. Click the Start Application button.
 - Form Specifics Enter:
 - Project Title: Enter the name of the project for the presentation
 - Name: List the primary investigator
 - Category (Click Undergraduate, Graduate Student, of Faculty)
 - If Graduate/Undergraduate enter Mentors name
 - Academic Department: Choose the academic department of the primary investigator
 - Co-Authors Names: List all co-authors on the presentation
 - Presentation Format: Click Poster, Oral, Presentation, or Art Display
 - Presentation Mode: Click In Person or Online (Zoom)
 - Abstract upload (up to 250 words)
 - Event Name: If you are able to attend the Luncheon on Friday, April 3rd (12:00 – 1:15pm) enter “Luncheon”
 - Event RSVP: If you plan to attend the Luncheon, click Yes
 - Check the box if the page is complete and SAVE.
 - Click Route Setup and hit the route button
 - Sign off
 - Student: At the top right hand corner of NuRamp your mail box will have a blue dot indicating you have a message.
 - Faculty Mentor: An email with a hyperlink will be sent to you for sign-off. Or you can log into nuramp.nebraska.edu directly and at the top right hand corner of NuRamp your mail box will have a blue dot indicating you have a message.

Final Note: Once Students submit their application, Faculty mentor’s will receive an email confirmation that will require them approve the submission. A fully submitted application will has to be submitted by the student and approved by the faculty mentor.

Deadline: February 29, 2020

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