



20TH ANNUAL STATEWIDE CSTEP STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK

REGISTRATION PACKET

Please return your completed registration packets to: Dr. Leonese Nelson, CSTEP Conference Coordinator, Syracuse University Center for Graduate Preparation & Achievement, 203 Bowne Hall, Syracuse, NY 13244, email: lenelson@syr.edu;; phone: 315-443-8270. Thank you, and we'll see you at The Sagamore!

*Celebrating 25 Years of
CSTEP in New York State!*

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CSTEP CONFERENCE IMPORTANT DATES

Conference Items	Submission Deadlines
Registration Portfolio	See registration fee deadlines below
Poster Competition/Exhibition Abstracts	February 08, 2012
Oral Presentation Abstracts	February 08, 2012
Workshop Proposal	February 08, 2012
Workshop Acceptance Notification	February 29, 2012
Judge Nomination	February 08, 2012
Judge Acceptance Notification	March 2, 2012
Sagamore Resort Reservation Deadline	February 17, 2012
Sagamore Resort Reservation Cancellation Deadline	March 2, 2012
Early Registration Fee	Postmarked By January 13th
Regular Registration Fee	Postmarked By February 3rd
Late Registration Fee	Postmarked By February 24th

GENERAL CONFERENCE INFORMATION

- ❖ **ONLY COMPLETED REGISTRATION PORTFOLIOS** will be accepted! A complete portfolio includes the following items:
 - ✓ Conference Registration Fee
 - ✓ Registration Portfolio
 - ✓ Student Poster Competition Abstract(s) ([submitted online](#))
 - ✓ Student Poster Competition Registration Form(s) ([submitted online](#))
 - ✓ Student Oral Presentation Abstract(s) & PowerPoint Presentations ([submitted online](#))
 - ✓ Student Oral Presentation Registration Form(s) ([submitted online](#))
- ❖ Registration Fees will **ONLY** be accepted in the form of **INSTITUTIONAL CHECKS** or Purchase Requisitions.
- ❖ **THE SAGAMORE PACKAGE RATES** include the cost of your room and all meals during the conference.
- ❖ **ONLY 6 POSTER ABSTRACTS** will be accepted for the competition per Institution. The deadline for submission is February 08, 2012.
- ❖ **ONLY 2 ORAL ABSTRACTS** will be accepted for the oral presentations per Institution. The deadline for submission is February 08, 2012.
- ❖ Please forward the **WORKSHOP CALL FOR PROPOSALS** to your fellow colleagues, deans, faculty, staff, organizations, list-serves, and professionals in the field.
- ❖ If you have any **QUESTIONS** about the conference contact Leonese Nelson via e-mail at lenelson@syr.edu.

CONFERENCE REGISTRATION FEES FOR CSTEP STAFF/SCHOLARS

PLEASE NOTE: IN RECOGNITION OF THE SEVERITY OF THE ECONOMIC TIMES, WE HAVE NOT INCREASED OUR CONFERENCE REGISTRATION FEES THIS YEAR. Each attendee is required to pay a **non-refundable** registration fee, which helps to cover costs for speakers, entertainment, conference bags, booklets, workshop presenters, judges, etc.

Registration Fees Per Individual

Early Registration Fee	Cost
Must be Postmarked by Postmarked By January 13th	\$205.00

Regular Registration Fee	Cost
Must be Postmarked by Postmarked By February 3rd	\$230.00

Late Registration Fee	Cost
Must be Postmarked by Postmarked By February 24th	\$255.00

Sagamore Accommodations

**Please refer to The Sagamore Reservation Form for detailed information, which will be forwarded to you
With your conference registration confirmation once you've registered with S.U.*

Accommodation	Single	Double/PP	Triple/PP	Quad/PP
Lodge Room	\$247.60	\$385.20/\$192.60	\$547.80/\$182.60	\$710.40/\$177.60
Lodge Suite	\$277.60	\$415.20/\$207.60	\$577.80/\$192.60	\$740.40/\$185.10
Hotel Room – Garden View	\$257.60	\$395.20/\$197.60	N/A	N/A
Hotel Room – Lake View	\$267.60	\$405.20/\$202.60	N/A	N/A
Hotel Suite – Garden View	\$282.60	\$420.20/\$210.10	N/A	N/A
Hotel Suite – Lake View	\$292.60	\$430.20/\$215.10	N/A	N/A

*Registration forms submitted without full payment will **not** be processed (purchase requisitions will be accepted). The faculty, guest and student registration lists must reflect all required information and the proper registration fees due before they can be entered into the database.

The cost of registration will be determined by the **postmark date.

Make **institutional checks** payable to **Syracuse University**.

Mail to:

CSTEP 20th Annual Statewide Conference
c/o Syracuse University CSTEP
203 Bowne Hall
Syracuse, NY 13244
Attn: Dr. Leonese Nelson

For Office Use ONLY:

Check Number: _____ Check Amount: _____ Date Received: _____ Date Processed: _____ Deposited By: _____

CSTEP CONFERENCE REGISTRATION LIST

Primary Contact: _____
Position: _____
Institution: _____
Address: _____
Telephone: (____) _____ Fax: (____) _____

Total # Staff Attending _____
Total # Students Attending _____
TOTAL # Attending _____
Appropriate Registration Fee
based on Deadlines: _____
TOTAL AMOUNT DUE: _____

TRANSPORTATION PROFILE

(Each institution **must** complete a transportation profile)

1) Please indicate mode of transportation and the number of vehicles: (i.e. 2 buses; 1 van)

- Bus # of Buses _____
 Van # of Vans _____
 Cars # of Cars _____

2) Are you car-pooling with another college/university? Yes No

If yes, which one(s) _____

3) Estimated time of arrival: Friday, April 13, 2012: _____

4) Estimated time of departure: *(If later than 2pm on Sunday, April 3, 2011)* _____

PROFESSIONAL STAFF/GUEST REGISTRATION LIST

Please list all staff/guest who will be attending from your institution. Each institution is responsible for registering their staff with The Sagamore. This list is for Syracuse University nametags and meal count only. Please print clearly or type names.

	NAME	TITLE	PHONE	EMAIL	REG FEE	T-SHIRT SIZE

STUDENT REGISTRATION LIST

Please list all students who will be attending from your institution. Each institution is responsible for registering their students with The Sagamore. **The conference does not pay for students' hotel or food accommodations. Meals are included with the hotel room rate.** This list is for nametags, meal counts and registration fees only. Please print clearly or type names.

	First Name	Last Name	Freshman Sophomore Junior Senior Grad. Stud.	Gender	Student Ambassador Poster Competition Oral Presentation NA (circle one only)	Major	Abstract Submitted Online	Email	T-shirt size	Reg. Fee
1			F/So/J/S/G	M/F	A / PC/O/NA		Y/N		S/M/L/XL/XXL	
2			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
3			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
4			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
5			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
6			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
7			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
8			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
9			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
10			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
11			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	
12			F/So/J/S/G	M/F	A / PC /O / NA		Y / N		S/M/L/XL/XXL	

STUDENT REGISTRATION LIST-CONTINUED

Please list all students who will be attending from your institution. Each institution is responsible for registering their students with The Sagamore. **The conference does not pay for students' hotel or food accommodations. Meals are included with the hotel room rate.** This list is for nametags, meal counts and registration fees only. Please print clearly or type names.

	First Name	Last Name	Freshman Sophomore Junior Senior Grad. Stud.	Gender	Student Ambassador Poster Competition Oral Presentation NA (circle one only)	Major	Abstract Submitted Online	Email	T-shirt size	Reg. Fee
13			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
14			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
15			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
16			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
17			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
18			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
19			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
20			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
21			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
22			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
23			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	
24			F/So/J/S/G	M/F	A / PC / O / NA		Y/N		S/M/L/XL/XXL	

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE

Poster Competition Guidelines



Each institution will be allowed a maximum of six posters for the poster competition.

After the submission deadline, the conference poster committee will assess the level of participation in the competition and determine if additional posters will be accepted based on space available. If your institution has more than 6 students interested in presenting posters, please keep a waiting list and collect abstracts from these additional students. If additional abstracts are accepted, the turnaround for submission will be very short and staff will need to be ready to submit quickly.

All abstracts will be included in the Conference Program Booklet. **Abstracts and Poster Presentation Registration Forms must be submitted online by February 08, 2012.** Forms will not be accepted after the deadline. **Abstracts will only be submitted electronically using the submission process.**

The following guidelines have been developed to assist you in the planning and development of your student presentations for both the poster competition and exhibition. Failure to adhere to the guidelines will be reflected in the scoring of the poster in the competition. **PLEASE READ THE GUIDELINES CAREFULLY.**

I. ONLINE REGISTRATION FORM:

- This form will be used to maintain contact with poster presentation participants and CSTEP staff.
- Confirmation emails will be sent to the CSTEP program staff person listed as the contact person on the registration form. It is the responsibility of the CSTEP staff to pass information along to their student presenters.
- Staff should complete one registration form per poster. Forms should be completed electronically and submitted online. Please copy-paste the following link into your browser to complete the registration form:

bit.ly/CSTEPPosterPresentationRegistration2012

- **For questions, please email Sean Partridge, Poster Competition/Exhibition Committee Chair** (partrisc@potssdam.edu)

II. POSTER REQUIREMENTS:

- Posters must be **no larger than** 36 x 48 inches and are to be displayed on a tri-fold display board.
- Students are allowed to present (or co-present) **one** poster and are responsible for additional equipment (e.g. extension cords, laptops, handouts, props, etc.).

- Each participant must provide their own tri-fold poster backing. **No poster backing will be provided on site!**
- **Posters must be accompanied by a presenter at the conference.** Posters without a presenter in attendance will not be presented or judged and will be disqualified from competition.

III. ABSTRACT GUIDELINES:

- The abstract must be submitted in the appropriate section of the online submission form. A sample abstract is included below. CSTEP staff are expected to assist students to ensure that abstracts are of high quality and meet the requirements listed.
- Copy-paste your abstract from a **Word** document. Font size must be 12-point and font must be Times New Roman. **Abstract may not to exceed 250 words.**
- **Please copy-paste your abstract in the following format:**
 - **Left-margin justified, single spaced, with no indentations at the beginning of each paragraph. Add an extra space between paragraphs, if necessary.**
- Each abstract **must** include the following information (**in this order**)
 1. title of presentation
 2. presenter's name and class year (freshman, sophomore, junior, or senior)
 3. faculty mentor name, department, and institution
 4. student presenter's institution name
 5. poster category (see Section IV below)

IV. CATEGORY OF PRESENTATION/ABSTRACT

Students must choose one of the following categories for presentation.

- **Human Services** (Social Work, Education, Counseling, etc.)
- **Natural Sciences** (Biology, Environmental Science, etc.)
- **Physical Sciences** (Physics, Chemistry, Geology, etc.)
- **Social Sciences** (History, Anthropology, Sociology, Psychology, etc.)
- **Technology** (Computer Science & Engineering, etc.)

*Categories may be combined or sub-divided based on the number of entries received.

V. JUDGING (FOR POSTER COMPETITORS ONLY)

A team of judges will be assigned for each category. Criteria for judging are included below.

- Poster Size (tri-fold display board only). Students may bring supplemental materials (i.e. models, laptops, etc.).
- Visual Appearance (Neatness, Organization, etc.)
- Oral Presentation (5 min. overview of project, 5 min. question & answer session)
- Statement of Purpose or Hypothesis
- Documentation or Methodology (What methods did you use to answer your hypothesis?)
- Findings/Results (Significance or Impact)
- Written Presentation and Clarity of Abstract
- Creativity and/or Initiative

Submission Deadline: February 08, 2012

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Poster Submission Instructions



Once you have selected the students who will represent your program in the poster completion, please follow these steps to ensure that they are successfully entered into the competition and that their information and abstracts are properly presented in the conference booklet.

1. Provide your student(s) with a poster registration form (included in this packet). Have the student(s) complete one form per poster.
2. Give each student presenter a copy of the poster rubric upon which their abstract, poster and presentation are to be judged. Staff are encouraged to review the rubric and guidelines with students.
3. Have the students submit the registration form to a **designated CSTEP staff member** prior to the poster submission deadline (**February 08, 2012**).
4. The designated CSTEP staff member will then log on to the poster competition website (bit.ly/CSTEPPosterPresentationRegistration2012) to submit each poster. Submissions must be made prior to 4pm on the deadline date. Students should **NOT** be registering their posters online.
5. Programs may submit up to 6 posters. Do not submit any presenters who will not be attending the conference. Each poster **MUST** be accompanied by at least one student presenter.
6. Please ensure that the information is entered accurately (spelling, capitalization, punctuation, etc). This is the information that will be used to compile the conference booklet. Errors in submission will likely become errors in the publication.
7. Please make sure that the staff contact information submitted is accurate, especially the email address. This is the means by which the committee will confirm registration and by which all subsequent communication regarding the poster competition will be sent. It is the CSTEP staff person's responsibility to pass information along to students in a timely manner.
8. When submitting the poster abstract, please ensure that the abstract appears in the format provided in the in the registration guidelines. Please note that any typos or other errors in this submission are likely to be printed in the conference booklet.
9. Please contact Sean Partridge (partrisc@potsgdam.edu) if you need to make any changes to your registrations after submission.

SAMPLE ABSTRACT

title of presentation

presenter's name and class year (first year, sophomore, junior, or senior)

faculty mentor name and department

institution name

poster category

This study aims to identify beta-lactamases in *Escherichia coli* which are phenotypically resistant to ceftazidime, a third generation cephalosporin. Thirty-one randomly selected single patient clinical specimens of *Escherichia coli* isolated from sources that included urine, blood and sputum were obtained from the Infectious Disease Research Laboratory at New York Hospital Queens. Minimal inhibitory concentration (MIC) experiments to determine the efficacy of antibiotics were performed using E-test methodology. For DNA preparation, isolates were grown in trypticase soy broth overnight. DNA was prepared and purified by established protocols that included cell lyses followed by ethanol precipitation. Polymerase chain reactions (PCR) were done using primers specific for two classes of beta-lactamases: CTX-M; Forward- (GCTTTATGCGCAGACGAGTG); CTX-M: Reverse- (TGATTGGTGGTGCCGTAGTC) and KPC-2; Forward- (ATGTCAGTGTATCGCCGTCT) Reverse- (TTTTTCAGAGCCTTACTGCCC). Amplified products were visualized by agarose gel electrophoresis. PCR results of *Escherichia coli* isolates indicated that 16/31 (52%) was positive using KPC-2 primers and 14/31 were (48%) positive using CTX-M primers. Eleven isolates contained both CTX-M and KPC-2 enzymes by PCR. Since CTX-M beta-lactamases may not be detected in the clinical microbiology laboratory; recognition of these enzymes in *E.coli* and difficulty of their identification in the clinical microbiology laboratory may lead to increased morbidity and mortality in clinical settings.

CSTEP Student Poster Rubric

CATEGORY	Excellent-4	Good-3	Satisfactory-2	Needs Improvement-1
ABSTRACT GUIDELINES				
Format	Abstract follows formatting: Left-margin justified, single spaced, with no indentations at the beginning of each paragraph. Add an extra space between paragraphs, if necessary. Does not exceed 250 words; Includes: Presenters name & class status, project title & institution name	One or two elements of formatting rules (see left) are incorrect	More than one or two elements of formatting rules (see left) are incorrect	The student did not follow several of the formatting rules.
Content				
Introduction (What is the Objective and Scope of the Investigation?)	Describes the problem & why this work was needed; Makes connections between the problem, the context and the purpose of the investigation	Describes problem & why this work was needed. Makes connections between the problem, the context and the purpose of the investigation.	Description the problem but makes only implicit or superficial connections between the problem, the context and the purpose of the investigation.	Does not adequately describe the problem or why the work was needed; Does not make connections between the problem, the context and the purpose of the investigation.
Methods (Summary of what the student did)	Describes the method of research, study or analysis applied to the problem. Specific and concise.	Describes the method of research, study or analysis applied to the problem but lacks one or two relevant specifics or is wordy.	Describes the method of research, study or analysis applied to the problem but lacks more than two relevant details or is overly wordy.	Does not adequately describe the method of research, study or analysis applied to the problem.
Results (What were the principle findings?)	Summarizes the major results of the project. Specific and concise	Summarizes the major results of the project but lacks one or two specifics or is wordy.	Summarizes major results of the project but lacks more than two relevant specifics or is overly wordy.	Does not adequately report the major results of the project.
Discussion (What are the principle conclusions of the study?)	Provides an interpretation and relates results back to the problem; States the relevance, implications, or significance of the results to the broader context of the topic. Makes recommendations or states implications for future work.	Provides an interpretation and relates results back to the problem and to a broader context, but these sections may lack specifics or be overly wordy. Makes recommendations or states implications for future work.	Provides superficial or tangential interpretation of results. Attempts to relate results back to the problem and context but connections are superficial. May not make recommendations for future work.	Does not provide adequate interpretation of results and does not relate results back to the context or original problem Does not make recommendations for future work.

POSTER GUIDELINES

Content				
Introduction & Hypothesis	Background information was relevant and summarized well. Clear connections to previous literature and broader issues. Had a goal or a logical hypothesis that showed clear relevance. Broad impact beyond project clearly stated.	A logical hypothesis or goal was presented. Background information was relevant, but connections were not clear. Goal of project or a logical hypothesis was stated clearly, showed relevance beyond project.	A questionable hypothesis or project goal was presented. Background information was relevant, but connections were not made.	The hypothesis or goal was inappropriate or not stated. Little or no background information was included or connected.
Methods & Experimental Logic	Excellent choice of experimental methods to address hypothesis or goal of project.	Good choice of experimental methods to address hypothesis or project goal.	Method not appropriate to address hypothesis or goal of project.	Methods section insufficient or missing.
Procedures	Procedures were used correctly; Clear discussion and inclusion of controls or comparative groups	Procedures were used correctly; Adequate discussion of controls or comparative groups; lacks some controls or comparative groups.	Procedures were not followed consistently; Controls or comparative groups not adequately described; some controls or comparative groups missing.	Procedures (if applicable) were not used correctly; Serious lack of controls or discussion of controls.
Results	Substantial amounts of high quality data presented; sufficient to address hypothesis. Presentation of data was clear, thorough and logical. Addresses potential problems and alternative approaches.	Substantial amounts of good data were presented; sufficient to address the hypothesis or goal of project. Presentation of data was clear and logical.	Adequate amounts of reasonably good data were presented to address hypothesis or project goals. Presentation of data was not entirely clear.	Some data were lacking, not fully sufficient to address hypothesis or project goal. Presentation of data was either not included or very unclear & difficult to comprehend.
Discussion & Conclusions	Reasonable conclusions were given and strongly supported with evidence. Conclusion was connected to the project hypothesis and relevance in a wider context was discussed.	Reasonable conclusions were given and supported with evidence. Conclusion was connected to hypothesis but relevance was not discussed.	Reasonable conclusions were given. Conclusions were not compared to the hypothesis or project goal and their relevance was not discussed.	Loose or unsupported conclusions were given. Little or no connection to hypothesis or goal was apparent

Visual Presentation				
Organization	All expected components are present, clearly laid out, and easy to follow in the absence of the presenter.	All components are present, but layout is crowded or confusing to follow in absence of presenter.	Most expected components are present, but layout is confusing to follow in the absence of the presenter.	Some of the expected components are present, but poorly laid out and confusing to follow.
Background and Graphics	Text is clear and readable at a distance of three feet. Background is unobtrusive. Figures and tables are appropriate and labeled correctly. Photos, tables and graphs improve understanding and enhance visual appeal.	Text is relatively clear & most is readable from a distance of three feet. Background is unobtrusive. Most figures and tables are appropriate and labeled correctly. Photos, tables and graphs improve understanding.	Text is relatively clear, but font may be distracting or too small to read at 3 feet. Background may be distracting. Figures and tables not always related to text, are not appropriate, or are poorly labeled. Photos, tables & graphs limited and do not improve understanding.	Text is hard to read due to font size or color. Background may be distracting. Figures and tables poorly done and do not relate to the text, are not appropriate or are poorly labeled. Visual aids are limited or absent & do not improve understanding.

ORAL PRESENTATION GUIDELINES

Non-Verbal Skills				
Eye Contact	Holds attention of audience with the use of direct eye contact, seldom looks at notes.	Consistent use of direct eye contact with audience, but still returns to notes.	Minimal eye contact with audience, while reading mostly from the notes.	No eye contact with audience, as entire report is read from notes.
Body Language	Movements seem fluid and help the audience visualize.	Movements or gestures enhance articulation.	Very little movement or descriptive gestures.	No movement or descriptive gestures.
Poise	Student displays relaxed, self-confident nature, with no mistakes.	Makes minor mistakes, but quickly recovers from them; displays little or no tension.	Displays mild tension; has trouble recovering from mistakes.	Tension and nervousness is obvious; has trouble recovering from mistakes.
Verbal Skills				
Enthusiasm	Demonstrates a strong, positive feeling about the topic during the entire presentation.	Occasionally shows positive feelings about the topic.	Shows some negativity toward the topic presented.	Shows absolutely no interest in the topic presented.
Elocution	Student uses a clear voice and correct, precise pronunciation of terms; All audience members can hear the presentation.	Student's voice is clear, & pronounces most words correctly. Most of audience can hear the presentation.	Student's voice is low; Incorrectly pronounces terms. Audience members have difficulty hearing presentation.	Student mumbles, incorrect pronunciation, speaks too quietly for most of audience to hear the presentation

Content				
Subject Knowledge	Student demonstrates full knowledge; answers questions with explanations & elaboration.	Student is at ease with expected questions, does not elaborate on answers.	Student is uncomfortable with information; Able to answer only rudimentary questions.	Student does not have grasp of information; Cannot answer questions about subject.
Organization	Student presents information in logical, interesting sequence which follows the abstract. Helps audience understand relationships among ideas by using organization aids (announcing topics, transitions, summarizing).	Student presents information in logical sequence which follows the abstract. Audience has no difficulty understanding relationships among the ideas. The ideas in the message can outlined easily.	Organization is incoherent. Audience has difficulty following; Student jumps around and does not follow the abstract; Audience must make assumptions about relationships among ideas.	Audience cannot understand presentation because there is no clear sequence of information. The message is so disorganized the audience cannot understand most of the message.
Awareness of Audience	Significantly increases audience understanding and knowledge of topic; Effectively convinces an audience to recognize the validity of a point of view.	Raises audience understanding & awareness of most points; Clear point of view, development or support is inconclusive or incomplete.	Raises audience understanding and knowledge of some points. Point of view may be clear, but lacks development or support.	Fails to increase audience understanding of knowledge of topic; Fails to effectively convince the audience.
GENERAL GUIDELINES APPLYING TO ENTIRE SUBMISSION				
Clarity, Spelling and Grammar	All elements of the submission are well organized. Contains no errors in spelling or grammar. Defines all acronyms at their first use.	A few elements of the submission are somewhat disorganized. Contains one or two errors in spelling or grammar. Does not define one or two acronyms at first use.	The submission lacks general organization. Contains more than two errors in spelling or grammar Does not define more than two acronyms at their first use.	The submission is completely unclear: there are missing sections, several points are not clearly described. Contains more than two errors in spelling or grammar Does not define more than two acronyms at their first use.
Content				
Authorship	The student is primarily responsible for the work presented.	Student is mostly responsible for the work but outside assistance is apparent.	Student is only partially responsible for the work presented.	The student is largely not responsible for the work presented.
Accuracy	All content throughout the presentation is accurate. There are no factual errors.	Most of the content is accurate but there is one piece of information that seems inaccurate.	The content is generally accurate, but one piece of information is clearly inaccurate.	Content confusing or contains more than one factual error.

Comprehensiveness	Project includes all material needed to give a good understanding of the topic. Presentation corresponds to academic area selected.	Project is lacking one or two key elements. Presentation corresponds to academic area selected.	Project is missing more than two key elements.	Project is lacking several key elements and has inaccuracies.
Coherence	All content is carefully chosen to develop the student's thesis. There is no extraneous information.	Content is carefully chosen to develop the student's thesis. There may be a few extraneous points	Some content is not consistent with the student's thesis. There is a moderate amount of extraneous information.	Most content is inconsistent with the student's thesis and is difficult to follow because there is so much extraneous information.
References & Citations	Information is supported by authentic print resources; All resources are cited correctly, using a consistent format.	One or two references are missing or reference formats are inconsistent.	More than two references are missing or information is cited using the incorrect format.	Very few (or no) references are provided to support the information presented.
Originality and creativity	Excellent original thinking or creative innovation of technique. Very original presentation of material; Captures audience's attention.	Good original thinking and creativity; Good variety and blending of materials & media	Minimal original thinking or creativity. Little or no variation; material presented with little originality or interpretation	No original thinking or creativity. Repetitive with little or no variety; insufficient use of materials or media

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE

Poster Competition Registration



This information will be used to communicate with poster presentation participants. Confirmation letters will be sent to the **CSTEP program staff person** listed as the primary contact person in the Registration Portfolio. **Please note that a maximum of 6 abstracts will be accepted from each CSTEP Program for the Poster Competition.** For posters with multiple presenters, please submit ONE registration form and indicate additional presenters.

Submission Deadline: February 08, 2012

		Class Year			
Presenter Name					
Co-presenter 1					
Co-presenter 2					
Co-presenter 3					
CSTEP Program Administrator					
Institution					
Program Address 1					
Program Address 2					
City, State, Zip					
Staff Phone					
Staff Email Address					
Poster Title					
Electrical Outlet Needed?	YES		NO		
Category (Choose only ONE)	Human Services	Natural Sciences	Physical Sciences	Social Sciences	Technology

Please copy-paste the link below into your browser to submit your abstract and poster registration information:

bit.ly/CSTEPPosterPresentationRegistration2012

For questions, please email Sean Partridge, Poster Competition/Exhibition Committee Chair
Email: partrisc@potdam.edu

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE

Oral Presentation Guidelines



Each institution will be allowed a maximum of two posters for the poster competition.

Professionals must possess a well-developed ability to communicate via oral presentations. The oral presentation portion of the CSTEP conference is designed to emphasize the value of an ability to deliver oral presentations, as well as to help students develop their oral presentation skills.

Introduction to this year's Oral Presentations:

This year, we will continue the tradition, piloted last year for the first time, of presenting *Distinguished Oral Presentation Awards*. One student from every oral presentation category will receive a *Distinguished Oral Presentation Award* and one student will receive an Honorable Mention. Each school may submit a total of two oral presentations, please remember that students making oral presentations cannot participate in the poster competition. The oral presentation categories include: Natural Sciences, Technology, Physical Sciences, and Social Sciences. The Distinguished Oral Presentation Award will be based on the student abstract and PowerPoint presentation and both must be submitted no later than February 08, 2012.

Presentations must be submitted by the February 08, 2012 deadline.

A panel of judges will review the submissions and students will be presented with the awards during the awards ceremony on Saturday evening. All complete submissions (abstract and presentation) will be evaluated using the attached rubric.

GUIDELINES

Oral presentations are carefully prepared to be fifteen minutes long. They are presented as part of a panel of four or five presentations, usually addressing a common subject matter.

In the sciences and some social sciences, presentations are usually made from notes and are accompanied by visual materials such as tables, graphs, charts, and photographs (most often in PowerPoint, but sometimes as 35 mm. slides or overhead transparencies). In the humanities and some other social sciences, presentations are usually read aloud from a prepared text, sometimes with accompanying visual materials. *Work with your faculty mentor to produce an oral presentation appropriate to your discipline.*

The following guidelines have been developed to assist you in the planning and development of your oral presentation. Please read the guidelines carefully.

I. Oral Presentation Registration Form:

1. This form will be used to maintain contact with presenters.
2. Confirmation emails will be sent to the CSTEP program staff listed as the primary contact person on the cover of the Registration Portfolio.
3. Please register to participate the Oral Presentations online, by copy-pasting the following link into your browser:

bit.ly/CSTEPOralPresentationRegistration2012

II. Oral Presentation Requirements:

1. An abstract of the presentation is required for the submission. This will be published in the Conference Proceedings.
2. Presentations should be saved to CD-ROM or jump drive. The provision of slide projection and/or video may be made by prior arrangement.
3. Presentations should be of 12 minutes duration, allowing 3 minutes for questions, unless otherwise advised by the Session Organizer. You will be informed of the day and time of your presentation once the program has been finalized.
4. Presentations should be designed using PowerPoint and as landscape format/on-screen show. Slides should contain no more than 5 bullet points and use large font, able to be seen from the back of the auditorium. Use simple images with a basic color scheme to enable easy viewing for the audience.
5. Always bring a back-up of your presentation and ensure your CD can be read by other PCs.

6. Expectations for the Presentation:

1. Present your information in a **clear, logical** way. It should be easy to anticipate the next slide.
2. The **visual aspects** of your presentation should enhance clarity & readability. Choose your backgrounds, font style and graphics carefully and make sure everything is appropriate for your topic
3. There should be **no spelling or grammar errors**. Define all acronyms at their first use.
4. Make sure all of your content is **accurate**. You should be **comprehensive** enough to give your audience a good understanding of the topic but also, all information should be carefully chosen for the purpose of developing your thesis. There should be **no extraneous information**
5. You must support all of your information with authentic **resources**. You should also be careful to cite your sources correctly & use a consistent format.

III. Abstract Guidelines

1. Copy paste your abstract into the online form (link provided above).
2. **Abstract should not exceed 250 words.**
3. Include presenter's name and class status, title of presentation and institution name.
4. When you copy-paste the abstract into the online submission form, please make sure to use block paragraph format with a single space between paragraphs and no indentation.

IV. Category of Presentation/Abstract

Students must choose one of the following categories for presentation:

1. Natural Sciences
2. Technology
3. Physical Sciences
4. Human Services/Social Sciences

V. The PowerPoint Presentation

The PowerPoint presentations will be reviewed by a sub-committee of the Conference planning Committee. The sub-committee will review the PowerPoint presentations according to the following:

1. The abstract corresponds to the academic area selected (Human Services/Social Sciences, etc.)
2. The PowerPoint must contain:

Problem

- Introduce the problem or provide background for what you will address.
- Describe your problem and why your work was needed.
- Make connections between the problem, the context and the purpose of your investigation.

Method

- **What did you do?**
- Describe the method of research, study, or analysis applied to the problem.
- Be specific but concise!

Visuals

- Graphs or illustrations that support method, data, etc.

Results

- **What results did you get?**
- Summarize the major results of the research, study, or analysis.
- Be specific but concise!

Conclusions

- **Why are these results useful?**
- Provides your interpretation of the results.
- Relate your results back to the original problem you set out to address.
- State the relevance, implications or significance of results to the broader context of the topic.
- Make recommendations or state the implications for future work on this topic.

References

- What texts, research articles, etc. were used to strengthen the presentation?

Submission Deadline: February 08, 2012

CSTEP Student Presentation Rubric

CATEGORY	Excellent-4	Good-3	Satisfactory-2	Needs Improvement-1
ABSTRACT GUIDELINES				
Format	Abstract follows formatting: Left-margin justified, single spaced, with no indentations at the beginning of each paragraph. Add an extra space between paragraphs, if necessary. Do not exceed 250 words; Includes: Presenters name & class status, project title & institution name	One or two elements of formatting rules (see left) are incorrect	More than one or two elements of formatting rules (see left) are incorrect	The student did not follow several of the formatting rules.
Content				
Introduction (What is the Problem?)	Describes the problem & why this work was needed; Makes connections between the problem, the context and the purpose of the investigation	Describes problem & why this work was needed. Makes connections between the problem, the context and the purpose of the investigation.	Description the problem but makes only implicit or superficial connections between the problem, the context and the purpose of the investigation.	Does not adequately describe the problem or why the work was needed; Does not make links between the problem, the context and the purpose of the investigation.
Methods (What did the student do?)	Describes the method of research, study or analysis applied to the problem. Specific and concise.	Describes the method of research, study or analysis applied to the problem but lacks one or two relevant specifics or is wordy.	Describes the method of research, study or analysis applied to the problem but lacks more than two relevant details or is overly wordy.	Does not adequately describe the method of research, study or analysis applied to the problem.
Results (What did the student find?)	Summarizes the major results of the project. Specific and concise	Summarizes the major results of the project but lacks one or two specifics or is wordy.	Summarizes major results of the project but lacks more than two relevant specifics or is overly wordy.	Does not adequately report the major results of the project.
Discussion (Why are these results useful?)	Provides an interpretation and relates results back to the problem; States the relevance, implications, or significance of the results to the broader context of the topic. Makes recommendations or states implications for future work.	Provides an interpretation and relates results back to the problem and to a broader context, but these sections may lack specifics or be overly wordy. Makes recommendations or states implications for future work.	Provides superficial or tangential interpretation of results. Attempts to relate results back to the problem and broader context. Superficial connections to a broader context. May not make recommendations for future work.	Does not provide adequate interpretation of results and does not relate results back to the context or original problem Does not make recommendations for future work.

POWER POINT PRESENTATION GUIDELINES

Organization of PowerPoint Presentation

Sequencing of Information	Information is organized in a clear, logical way. It is easy to anticipate the next slide.	Most information is organized in a clear, logical way. One slide or piece of information seems out of place.	Some information is logically sequenced. An occasional slide or piece of information seems out of place.	There is no clear plan for the organization of information.
Length	Presentation is comprehensive but concise	Presentation is comprehensive but may include slightly more information than could be presented in 12 minutes	Presentation is not comprehensive or the amount of information is unmanageable	Presentation is far too short to provide enough information or is far too long to fit into a 12 minute presentation

Visual Presentation of PowerPoint

Background	Background does not detract from text or other graphics. Choice of background is consistent from card to card and is appropriate for the topic.	Background does not detract from text or other graphics. Choice of background is consistent from card to card.	Background does not detract from text or other graphics.	Background makes it difficult to see text or competes with other graphics on the page.
Text - Font Choice & Formatting	Font formats (size, color, bold, italic) have been carefully planned to enhance readability and content. All slides have ≤ 5 bullet points.	Font formats have been carefully planned to enhance readability. Most slides have ≤ 5 bullet points.	Font formatting has been carefully planned to complement the content. It may be a little hard to read. Many slides have > 5 bullets	Font formatting makes it very difficult to read the material. Most slides have too much information.
Use of Graphics	All graphics are simple and attractive (size and colors) and support the topic of the presentation.	A few graphics are too complex or unattractive but all support the topic of the presentation.	All graphics are attractive but a few do not support the topic of the presentation.	Several graphics are too complex, unattractive AND detract from the content of the presentation.

GENERAL GUIDELINES APPLYING TO ENTIRE SUBMISSION

Clarity, Spelling and Grammar	All elements of the submission are well organized. Contains no errors in spelling or grammar. Defines all acronyms at their first use.	A few elements of the submission are somewhat disorganized. Contains one or two errors in spelling or grammar. Does not define one or two acronyms at first use.	The submission lacks general organization. Contains more than two errors in spelling or grammar Does not define more than two acronyms at their first use.	The submission is completely unclear: there are missing sections, several points are not clearly described. Contains more than two errors in spelling or grammar Does not define more than two acronyms at their first use.
--------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Content				
Accuracy	All content throughout the presentation is accurate. There are no factual errors.	Most of the content is accurate but there is one piece of information that seems inaccurate.	The content is generally accurate, but one piece of information is clearly inaccurate.	Content confusing or contains more than one factual error.
Comprehensiveness	Project includes all material needed to give a good understanding of the topic. Presentation corresponds to academic area selected.	Project is lacking one or two key elements. Presentation corresponds to academic area selected.	Project is missing more than two key elements.	Project is lacking several key elements and has inaccuracies.
Coherence	All content is carefully chosen to develop the student's thesis. There is no extraneous information.	Content is carefully chosen to develop the student's thesis. There may be a few extraneous points	Some content is not consistent with the student's thesis. There is a moderate amount of extraneous information.	Most content is inconsistent with the student's thesis and is difficult to follow because there is so much extraneous information.
References & Citations	Information is supported by authentic print resources; All resources are cited correctly, using a consistent format.	One or two references are missing or reference formats are inconsistent.	More than two references are missing or information is cited using the incorrect format.	Very few (or no) references are provided to support the information presented.

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE

Oral Presentation Registration



This information will be used to communicate with oral presentation participants. Confirmation letters will be sent to the CSTEP program staff person listed as the primary contact person in the Registration Portfolio. **Please note only two abstracts will be accepted per Institution.** The oral presentations are only open to students who are **not** already submitting an abstract for the poster competition or poster exhibition.

Submission Deadline: February 08, 2012

Oral Participant Information					Class Year
Presenter Name					
Co-presenter 1					
Co-presenter 2					
Co-presenter 3					
CSTEP Program Administrator					
Name of Institution					
Program Address 1					
Program Address 2					
City, State, Zip					
Staff Phone					
Staff Email Address					
Oral Presentation Title					
Category (Choose only ONE)	Human Services	Social Sciences	Physical Sciences	Natural Sciences	Technology

Please copy-paste the link below into your browser to submit your abstract and Oral Presentation registration information:

bit.ly/CSTEPOralPresentationRegistration2012

For questions, please email Barb Thompson, Oral Presentation Committee Chair
Email: bthompso@brockport.edu

***** Important: If you have already submitted a Poster abstract, you may NOT register for the Oral Presentation*****

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE

Ambassador Nomination Form



Due to the overwhelming success of our Student Ambassador Corps, selected students will continue to lead our conference again this year!

Submission Deadline: February 08, 2012

Please nominate ONE student who will serve as your Ambassador. This student should be someone who is confident, articulate, and able to act independently as well as work comfortably in a team. Your Ambassador should also be someone who is NOT going to present in the Oral or Poster presentations, as they will be working as greeters, hosts, moderators, or ushers during both of these activities.

The success of this endeavor depends on your willingness to be involved and the energy and commitment your student can bring to the task. Let's give our students the opportunity to take ownership of their conference and to SHINE!

Please be prepared to provide the following information:

Director's Name _____

Director's Email _____

College _____

Ambassador's Name _____

Ambassador's Email _____

Ambassador's Shirt Size _____

Once the conference schedule is set, a sub-committee member will contact your student so that they are clear about their responsibilities. We will also hold a mandatory Ambassador's orientation late Friday afternoon to ensure that everyone is ready to do their part and represent your program with distinction.

Please copy-paste the link below into your browser to submit your Ambassador Nomination information:

bit.ly/CSTEPAmbassadorNomination2012

For questions, please email Ernest Daily, CSTEP Ambassadors Committee Chair
Email: edaily@syr.edu

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK

Call for Workshop Proposals



“JOURNEYS BEYOND EXCELLENCE”

Hosted by the New York State Education Department and
Syracuse University

CONFERENCE OVERVIEW

The Collegiate Science & Technology Entry Program (CSTEP) is a statewide program designed to foster students' academic success in preparing for the **licensed professions or careers in Science, Technology, Engineering, and Mathematics (STEM)**. Since 1992, a conference has gathered our brightest students to showcase research experiences through oral and poster presentations, while offering academic, professional and personal development workshops. Approximately 600 students and staff will attend the conference from over 50 universities and colleges across the state of New York. **CSTEP is a past recipient of the Presidential Award for Excellence in Science, Mathematics, and Engineering Mentorship (PAESMEM)**; and we invite presenters to submit proposals to share information with students participating in this award winning program.

PROPOSAL GUIDELINES

Workshop proposal should be relevant to the theme and student population.

Suggested topics include, but are not limited to:

- Success Strategies for STEM Students
- Success Strategies for Students pursuing the licensed professions
- Career Panel Discussions (STEM & the licensed professions)
- Applying for Fellowships/Scholarships
- Achieving Balance for Academic Success
- Leadership Development
- Preparing for Graduate/Professional School
- Securing Internships
- The Importance of Conducting Research
- Study Skills, Learning Styles
- Time Management, Stress Management
- Money Management
- Goal Setting and Achievement
- CSTEP Alumni Panel

Selected presenters will receive accommodations for one night, an honorarium and meals

**NOTE: This does not apply to CSTEP program administrators.*

Submission Deadline: Wednesday, February 08, 2012
With Notification by Wednesday, February 29, 2012

Please copy paste the link below into your browser to submit your abstract (not exceeding 200 words), proposal form, and a brief bio online at:

bit.ly/CSTEPWorkshopProposal2012

Please address questions to: Shanna Crump-Owens, Workshop Committee Chair

Phone: (716) 645-2234; Email: Sicrump@buffalo.edu Email Subject: CSTEP CONFERENCE WORKSHOP PROPOSAL

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK



Workshop Proposal Form

Submission Deadline: Wednesday, February 08, 2012
With Notification by Wednesday, February 29, 2012

*Primary Presenter(s) Name(s):		
Permanent Home Address: <i>(Primary Presenter Only)</i>		
City:	State:	Zip Code:
Work Telephone Number:	Home/Cell Telephone Number:	Fax Number:
Business or College Affiliation:	City/State:	E-mail Address:

Workshop Title:		
Will students be given printed resources?	Please circle: YES NO	
	If Yes, please specify:	

Indicate Target Student Population workshop is tailored for *(Please check all that apply)*:

- | | | |
|---------------------------------------|-------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Pre-Medical | <input type="checkbox"/> Engineering | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Pre-Law | <input type="checkbox"/> Social Sciences | <input type="checkbox"/> Physical/Natural Sciences |
| <input type="checkbox"/> All Students | <input type="checkbox"/> Other (please specify) _____ | |

Audio/Visual Needs *(Please check all that apply)*:

- | | | |
|--------------------------------------------------------|-------------------------------------|------------------------------------------|
| <input type="checkbox"/> LCD Projector | <input type="checkbox"/> Microphone | <input type="checkbox"/> Materials Table |
| <input type="checkbox"/> Other: (please specify) _____ | | |

Please note that we **do not** provide laptops. Workshop presenters are responsible to bring their own laptop.

Please copy-paste the link below into your browser to submit your abstract and Oral Presentation registration information:

bit.ly/CSTEPWorkshopProposal2012

Please address questions to: Shanna Crump-Owens, Workshop Committee Chair

Phone: (716) 645-2234; Email: Sicrump@buffalo.edu Email Subject: CSTEP CONFERENCE WORKSHOP PROPOSAL

20TH ANNUAL STATEWIDE STUDENT CONFERENCE OF THE COLLEGIATE SCIENCE AND TECHNOLOGY ENTRY PROGRAM

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK

Call for Judges



CELEBRATING OVER 25 YEARS OF PRODUCING SCIENCE, TECHNOLOGY & LICENSED PROFESSIONALS

CONFERENCE HISTORY

CSTEP is an academic enrichment program designed to foster students' academic success in preparing for professional licensure or careers in the scientific, technical, or health-related fields. The conference began as a way to showcase the research and internship experiences of CSTEP students in 1992. Approximately 600 students and staff attend the conference each year from over 50 schools and colleges across the state of New York.

POSTER COMPETITION

The Poster Competition is the center piece of the conference. This competition acknowledges the individual students' academic achievement, knowledge and acquired research and presentation skills. The Poster Competition regularly showcases student presenters on Saturday, April 14th.

SELECTION OF JUDGES

Judges will be selected based on a strong academic background and experience in the Natural Sciences, Social Sciences, Human Services, Technology or Physical Sciences and the Licensed Professions. Priority will be given to faculty in the targeted fields, and particularly those with prior experience in judging. They will communicate with students in a group/team format, about 3 per team, and must be recommended by a CSTEP staff member.

Responsibilities: During the poster presentation, the judges must be able to ask and field questions as it relates to their area of expertise and will be required to communicate, review and evaluate approximately 10 poster presentations within a two (2) hour time period. They will also be given the opportunity to provide written comments to students. **All judges will be expected to attend the judges meeting held at The Sagamore on Friday, April 13, 2012 from 4:00 – 6:00 p.m.** Judges must be recommended by a CSTEP Staff member.

Remuneration: The conference will cover two (2) nights of accommodations, an honorarium of \$200.00, and meals at The Sagamore. Unfortunately, it **does not** cover room and board expenses for any guest you may choose to bring. Please note, any judge who is also a CSTEP staff member will not receive an honorarium and will be responsible for their conference registration fee.

To Apply: Please submit the Nomination Form and a short biography (no longer than one page) on your education, professional background experience and indicating the category in (Human Services, Natural Sciences, Physical Sciences, Physical Sciences, Social Sciences & Technology) which you would like to serve as a judge. Also include the name and contact information of the CSTEP staff person who recommended you. **Due date is February 08, 2011.** The selection notification date will be early March of 2012.

Please Submit your Nomination Form and the Nominated Judge's Biographical Information online:

Nomination Form: bit.ly/CSTEPJudgeNomination2012

Judge's Biographical Information Form: bit.ly/CSTEPJudgeBio2012

For questions, please email Sean Partridge, Poster Competition/Exhibition Committee Chair (partrisc@potdam.edu)

Submission Deadline: Wednesday, February 08, 2012, With Notification by Wednesday, February 29, 2012

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK



Poster Competition: Judges Nomination Form

**Submission Deadline: Wednesday, February 08, 2012
With Notification by Wednesday, February 29, 2012**

*** In order to expedite your nomination, please complete **ALL** of the information on this form. ***

CSTEP Nominator Information

Name: _____

Business/College Affiliation: _____

City _____ State _____

Telephone Numbers: (____) _____ (____) _____

Work _____ Home _____

Email _____

Judge Nominee Information

Name: _____

Business/College Affiliation: _____

City _____ State _____

Telephone Numbers: (____) _____ (____) _____

Work _____ Home _____

Email _____

Please copy-paste the link below into your browser to submit your abstract and poster registration information:

bit.ly/CSTEPJudgeNomination2012

For questions, please email Sean Partridge, Poster Competition/Exhibition Committee Chair
Email: partrisc@potdam.edu

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK

Poster Competition: Nominated Judge's Biographical Information



Name _____

Education Background

Bachelor's degree

- Institution _____
- Date of Graduation _____
- Major(s) _____

Master's degree

- Institution _____
- Date of Graduation _____
- Program _____

Doctorate or Other Professional Degrees

- Institution _____
- Date of Graduation _____
- Field _____

Please provide a brief biographical paragraph (up to 250 words) for inclusion in the conference booklet describing your professional background, work experience, research interests, teaching, etc.

Have you been a judge for a previous CSTEP Student Conference? Y/N

Have you been a judge for a previous student research conference? Y/N

Please indicate your top TWO choices for poster categories you would prefer to judge, based on your education and background (select two):

1. Social Sciences
2. Human Services
3. Natural Sciences
4. Physical Sciences
5. Technology

Submission Deadline: Wednesday, February 08, 2012
With Notification by Wednesday, February 29, 2012

Please copy-paste the link below into your browser to submit your abstract and poster registration information:

bit.ly/CSTEPJudgeBio2012

For questions, please email Sean Partridge, Poster Competition/Exhibition Committee Chair
Email: partrisc@potdam.edu

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK

CSTEP Transfer, Graduate and Professional Opportunities Fair



November 25, 2011

Dear Transfer and Graduate Admissions Representative,

It is a great pleasure to announce the Transfer, Graduate and Professional Opportunities Fair at the 2012 CSTEP Annual Statewide Student Conference which will be held on April 14, 2012 from 2pm to 5pm at the Sagamore Hotel in Bolton Landing, New York.

Collegiate Science and Technology Entry Program (CSTEP) is a New York State funded program supporting underrepresented populations and economically disadvantaged students in the STEM (Science, Technology, Engineering and Math) and NYS licensed fields of study. The Conference hosts approximately 500 ethnically diverse students representing the best in these fields from 50 plus NYS colleges and universities. We are inviting some of the top companies in these fields to present themselves and their opportunities to these motivated and qualified students.

Attached you will find the Corporate Registration Form. This year we are happy to be able to provide one free lunch voucher for your representative for that day. Please note the dates and fees. Being sensitive to present economic conditions, we have kept our fees reasonable and at the same rate as last year.

Lodging for representatives is available for an additional \$246.00 which includes 3 meals. Reservations will be forwarded on separate cover letter after your registration form has been received.

The Annual Statewide CSTEP Conference Planning Committee looks forward to your participation in this year's Opportunity fair. It is a wonderful opportunity for both your company and our students!

Feel free to contact me by phone, at (718-817-3269), or by email, at cgarcia@fordham.edu, to answer any questions. I look forward to your participation in our 20th annual CSTEP transfer, graduate and professional fair.

Sincerely,

Christie-Belle Garcia
Herma Volpe-van Dijk

Christie-Belle Garcia & Herma Volpe-van Dijk, Co-Chairs
Transfer -Graduate and Professional Opportunities Fair
Statewide Annual CSTEP Conference Committee

20TH ANNUAL CSTEP STATEWIDE STUDENT CONFERENCE

APRIL 13-15, 2012 AT THE SAGAMORE ON LAKE GEORGE
BOLTON LANDING, NEW YORK

CSTEP Transfer, Graduate and Professional Opportunities Fair: Registration Form



Submission Deadline: February 08, 2012

Name of School _____

Graduate School _____

Company Name _____

Representative(s) Attending _____

Representative's Title _____

Address _____

School/Program or corporation Website URL: _____

E-Mail _____ Telephone _____ FAX _____

(All further correspondence will be by e-mail.)

- { } Register College for the CSTEP Transfer, Graduate and Professional Opportunities Fair: I have enclosed the non-refundable registration fee to Syracuse University. (Registration is **NOT** confirmed until the fee is paid.)
- { } Register Corporation for the CSTEP Transfer, Graduate and Professional Opportunities Fair: I have enclosed the non-refundable registration fee to Syracuse University. (Registration is **NOT** confirmed until the fee is paid.)

Please select appropriate representation for the CSTEP conference. Submit the appropriate fee to Syracuse University. Note that the CSTEP Conference will provide one free lunch voucher per school represented.

One School Transfer or Graduate Program, 1 Representative	\$ 350.00	<input type="checkbox"/>	Name of person Attending
Two Schools Transfer and Graduate Program, 2 representatives	\$ 425.00	<input type="checkbox"/>	
Corporation/Company Representative	\$ 500.00	<input type="checkbox"/>	

Space is limited. The official registration date is February 08, 2012, but we encourage registering early since this event may fill before the deadline.

Return this form and payment to: CSTEP Conference
C/o Fordham University CSTEP
Collins Hall 308
441 East Fordham Road
Bronx, NY 10458
Attn: Christie-Belle Garcia

Email: cgarcia@fordham.edu phone: 718-817-3269 fax: 718-817-3263

20th Annual CSTEP Statewide Student Conference

"Fashion and Coffee"



"Dress for Success and Student Talent Hour"
More details will follow in future announcements...

