

STEP Project Administrators,

The **Conference Planning Committee** is working on plans for the 2011 STEP Statewide Student Conference. Your cooperation in facilitating the planning and implementation of this year's conference will be greatly appreciated. The deadlines for this year's conference **will be strictly adhered to**, and it is important that you review and make note of these important dates. Registration packets will be sent as e-mail attachments during ***the week of November 8, 2010***.

Important Dates and General Conference Information

<i>Important Deadlines</i>	<i>Information</i>
<p>January 14, 2011</p> <p>Workshop Proposals will ONLY be accepted as e-mail attachments (Microsoft Word) this year.</p>	<p>Due Date for Workshop Proposals</p> <p>The committee is seeking professionals to present workshops at the conference. Presenters should focus on the following themes: academic achievement, preparation for college, technology etiquette (<i>i.e., cell phone, e-mail and social networks</i>), financial literacy, peer pressure (<i>bullying</i>), self-esteem, internships, student responsibility, leadership skills, communication skills, setting goals, and personal success.</p> <p>***Information sent as an e-mail attachment on October 20, 2010.***</p>
<p>January 21, 2011 by 4:00pm</p> <p>Poster Abstracts will ONLY be accepted as e-mail attachments (Microsoft Word documents).</p> <p>Abstracts and Student Research Poster Competition Registration Forms sent as PDF files will be returned and abstracts excluded from the competition.</p>	<p>Poster Abstracts for the Student Research Poster Competition</p> <ul style="list-style-type: none"> ▪ Please note that there will only be 90 poster abstracts accepted. Poster Abstracts will be accepted on a first come first serve basis until all the spaces have been filled. ▪ Due to an increase in the number of students and institutions desiring to participate in the poster presentation competition, only TWO posters from each institution will be accepted. ▪ Institutions may submit a third abstract as an alternate. Alternate abstracts will only be accepted if all 90 spaces have not been completely filled by the January 21, 2011 deadline. Provided that spaces are available, alternate poster abstracts will be accepted on a first come first serve basis. Institutions will be notified by February 4, 2011 if alternate abstracts are accepted for participation in the competition. ▪ Abstracts that are more than 150 words in length will not be accepted for the competition. Abstracts will be returned and eliminated from the competition. ▪ Institutions should not submit more than 3 abstracts for the poster competition. Institutions that exceed the submission limit will have all abstracts returned and eliminated from the competition. <p>***Information sent as e-mail attachments on October 28, 2010.***</p>

Important Deadlines	Information
February 11, 2011	<p style="text-align: center;">4th Annual College Fair Registration Deadline</p> <p>To increase the number of institutions participating in the 2010 STEP Student Conference College Fair on Saturday, March 26, 2011, STEP Programs paying the conference registration fee for attendees from <u>their institution</u> will not be assessed <u>an additional \$150.00</u> to have their Admissions Office participate in the fair. All non-registered institutions for the STEP Conference will have to <u>pay the \$150.00 fee in order to have their institution</u> participate in the fair.</p> <p><i>***All college representatives will have to pay for their hotel accommodations and travel costs to and from the conference site in Albany, New York. The conference will provide lunch for college representatives on Saturday, March 26, 2011 from 12:00pm.</i></p> <p style="text-align: center;"><i>***Information sent as e-mail attachments on October 14, 2010.***</i></p>
February 18, 2011	<p style="text-align: center;">Conference Registration Deadline</p> <p>The maximum number of registrants per institution is TWENTY (20). Registrants are composed of project administrators, students, staff, parents, instructors, volunteers, chaperones, faculty sponsors, etc.</p> <p>For every 4 students registered by your institution, there must be one adult chaperone. <i>Unfortunately, exceptions cannot be made for any institution.</i></p> <p>Hotel reservations do not constitute institutional registration with the conference. Institutions must submit a registration packet to the STEP Office at Syracuse University.</p>
February 18, 2011	<p style="text-align: center;">Names of Student Ambassadors</p> <p>The STEP Statewide Student Conference is designed as a <i>student-centered</i> event. To make this design a reality, Project Administrators are asked to select ONE student to represent their institution during the conference. Ambassadors will be able to assist the Conference Planning Committee in the areas listed below during the three-day conference:</p> <p>Introductions—[Welcome Address Speaker, Keynote Speaker, and Workshop Presenters on Friday Afternoon and Saturday]</p> <p>Social Events on Friday and Saturday Evenings</p> <p>4th Annual College Fair on Saturday Afternoon</p> <p>Saturday Dinner—[Mistress and/or Master of Ceremony, Welcome, Introductions, etc.]</p> <p>Sunday Morning Program—[Awards Ceremony and Evaluations]</p> <p>All Ambassadors will serve as ushers during the Saturday Dinner.</p> <p>Names of Student Ambassadors received after the February 18, 2011 deadline will not be accepted. <i>Unfortunately, exceptions cannot be made for any institution.</i></p>

Important Deadlines	Information												
<p>March 3, 2011</p>	<p align="center">Marriott Hotel Reservations Deadline</p> <p>Hotel Package Rates (<i>per person</i>) include the cost of the hotel stay and all the meals during the conference. Each institution is responsible for registering all students and staff attending under the institution directly with the Albany Marriott Hotel.</p> <p align="center">Package plan</p> <p>Two Night Stay Arrival Friday, March 25, 2011 and Departure Sunday, March 27, 2011</p> <p>Five Meals Friday 3/25 – Dinner; Saturday 3/26 – Breakfast, Lunch, and Dinner; Sunday 3/27 – Breakfast</p> <p>Package Rates</p> <table border="1" data-bbox="529 646 1380 890"> <thead> <tr> <th>Per Person Rate with Tax</th> <th>Per Person Rate without Tax</th> </tr> </thead> <tbody> <tr> <td>Single Occupancy: \$398.34</td> <td>Single Occupancy: \$356.94</td> </tr> <tr> <td>Double Occupancy: \$276.36</td> <td>Double Occupancy: \$249.94</td> </tr> <tr> <td>Triple Occupancy: \$235.68</td> <td>Triple Occupancy: \$214.26</td> </tr> <tr> <td>Quad Occupancy: \$215.38</td> <td>Quad Occupancy: \$196.44</td> </tr> <tr> <td>Meals ONLY: \$154.34</td> <td>Meals ONLY: \$142.91</td> </tr> </tbody> </table> <p><i>It is the responsibility of each institution to supply a copy of their respective organization's tax-exempt certificate to the Marriott Hotel. This certificate must accompany the hotel reservation form in order to receive tax-exempt status.</i></p>	Per Person Rate with Tax	Per Person Rate without Tax	Single Occupancy: \$398.34	Single Occupancy: \$356.94	Double Occupancy: \$276.36	Double Occupancy: \$249.94	Triple Occupancy: \$235.68	Triple Occupancy: \$214.26	Quad Occupancy: \$215.38	Quad Occupancy: \$196.44	Meals ONLY: \$154.34	Meals ONLY: \$142.91
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<p>Postmark Dates will determine Registration Fees.</p>	<p align="center">Conference Registration Rates</p> <p>The registration rate will be determined by the postmark date of the registration submission. Registration delivered to Syracuse University after February 18, 2011 will not be accepted. <i>Unfortunately, exceptions cannot be made for any institution.</i></p> <p>Registration Fees will ONLY be accepted in the form of INSTITUTIONAL CHECKS or Money Orders. Personal Checks, Cash, and Credit Cards are not acceptable forms of payment.</p> <table border="1" data-bbox="529 1331 1464 1772"> <thead> <tr> <th>REGISTRATION FEES AND DEADLINES</th> <th>2011 CONFERENCE REGISTRATION FEES (per person rate)</th> </tr> </thead> <tbody> <tr> <td>Early Registration Fee (Postmarked By January 21, 2011)</td> <td>\$155.00/per person</td> </tr> <tr> <td>Regular Registration Fee (Postmarked Before February 4, 2011)</td> <td>\$175.00/per person</td> </tr> <tr> <td>Late Registration Fee (Postmarked Before February 11, 2011)</td> <td>\$195.00/per person</td> </tr> </tbody> </table>	REGISTRATION FEES AND DEADLINES	2011 CONFERENCE REGISTRATION FEES (per person rate)	Early Registration Fee (Postmarked By January 21, 2011)	\$155.00/per person	Regular Registration Fee (Postmarked Before February 4, 2011)	\$175.00/per person	Late Registration Fee (Postmarked Before February 11, 2011)	\$195.00/per person				
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13th Annual STEP Statewide Student Conference

March 25, 2011 to March 27, 2011 Albany Marriott ~ Albany, New York

Hosted by the New York State Education Department and Syracuse University

2011 STEP STATEWIDE STUDENT CONFERENCE PLANNING COMMITTEE

COMMITTEE MEMBERS	INSTITUTIONS	E-MAIL ADDRESSES	CONTACT NUMBERS	REGIONS
Etwin Bowman	SUNY Albany	elbowman@albany.edu	(518) 442—9083	Capital District
Oswaldo Cabrera	Long Island University	Oswaldo.Cabrera@liu.edu	(718) 488—1397	Brooklyn Queens Staten Island
Gwendolyn Clarke	SUNY Buffalo	gaclarke@buffalo.edu	(716) 829—3474 Ext. 2004	Western Buffalo
Christie-Belle Garcia	Fordham University	cgarcia@fordham.edu	(718) 817—3269	New York City Bronx Manhattan
Debra Evans-Greene	College of Staten Island	debra.evans@csi.cuny.edu	(718) 982—2638	Brooklyn Queens Staten Island
Barbara Jones Jones	Mercy College	bjones@mercy.edu	(914) 674—7204	Mid-Hudson
Kim Overrocker	Mohawk Valley Community College	koverrocker@mvcc.edu	(315) 792—5424	Central NY1
Cecelia M. Russo	St. John's University	russoc@stjohns.edu	(718) 990—6667	Long Island
Mary Stickney	SUNY Potsdam	sticknme@potsgdam.edu	(315) 267—2584	Northern New York
Dr. Leonese Nelson	Syracuse University	lenelson@syr.edu	(315) 443—9171	Conference Chair



13th Annual STEP Statewide Student Conference

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STEP Project Administrators,

The success of the annual STEP Statewide Student Conference is due in part to the support, commitment, and dedication of Project Administrators from across the state. To garner this energy, sub-committees have been formed to assist with the implementation of the 2011 conference. It is the Conference Planning Committee's hope that each of you will volunteer to serve on one of these committees. To sign up for one of the committees, please [send an e-mail directly to the Sub-Committee Chair Persons](#). The deadline to sign up is [Friday, November 12, 2010](#).

2011 LIST OF STEP STATEWIDE STUDENT CONFERENCE SUB-COMMITTEES

SUB-COMMITTEES	CHAIR PERSONS
BRIDGING THE GAP BETWEEN STATEWIDE STEP AND CSTEP PROGRAMS (NEW COMMITTEE) MISSION: To create a journal/resource guide contain information about the various statewide CSTEP Programs for STEP students and their parents.	Oswaldo Cabrera Kim Overrocker
COLLEGE FAIR	Cecelia Russo Mary Stickney
SPEAKERS (<i>Welcome & Keynote Addresses</i>)	Oswaldo Cabrera Kim Overrocker
STUDENT AND PARENT COLLEGE PREPARATION RESOURCES (NEW COMMITTEE) MISSION: To create a journal/resource guide that contains information about the college preparation process for STEP students and their parents.	Gwendolyn Clarke Barbara Jones Jones Cecelia Russo
STUDENT AND STAFF ENTERTAINMENT	Etwin Bowman Gwendolyn Clarke Debra Evans-Greene
STUDENT AMBASSADORS MISSION: To organize student representatives from the various institutions, who will assist the Conference Planning Committee with introductions of workshop presenters, welcome address and keynote speakers, social events, college fair, celebratory dinner, and the awards ceremony.	Christie-Belle Garcia

If you have any questions or concerns, please do not hesitate to contact Dr. Leonese Nelson at (315) 443-9171 or lenelson@syr.edu.



CONFERENCE REGISTRATION FORM

2011 STEP Statewide Student Conference ▪ Albany Marriott ▪ March 25, 2011 to March 27, 2011

INSTITUTION INFORMATION AND CONTACT PERSON

*Name:		
Position:		
Institution:		
Address:		
City:	State:	Zip Code:
Telephone Number:	Fax Number:	E-mail Address:

* This person will be considered the **PRIMARY CONTACT** for information pertaining to the conference.

REGISTRATION FEES PER INSTITUTION

Each conference attendee is required to pay a per person registration fee, which is *non refundable*. This fee covers the costs associated with the keynote speaker, workshop presenters, poster presentation judges, conference books, conference bags, entertainment, and other conference related activities.

Please note: This fee does *not* cover hotel/lodging. The conference does not pay for students and staffs' hotel accommodations. **Each institution is responsible for registering all institution participants directly with the Albany Marriott Hotel.**

REGISTRATION FEES AND DEADLINES	2011 CONFERENCE REGISTRATION FEES <i>(per person rate)</i>
Early Registration Fee <i>(Postmarked By January 21st)</i>	\$155.00/per person
Regular Registration Fee <i>(Postmarked Before February 4th)</i>	\$175.00/per person
Late Registration Fee <i>(Postmarked Before February 11th)</i>	\$195.00/per person

- The **maximum number of registrants** per institution is twenty (20).
- The **registration rate will be determined by the postmark** date of the registration submission. **Registration delivered to Syracuse University after February 18, 2011 will not be accepted.**
- Registration forms submitted without full payment will **not be processed**.
- Registration fees will **ONLY** be accepted in the **FORM OF INSTITUTIONAL CHECKS** or Money Orders!
Personal checks, cash, and credit cards are not acceptable forms of payment.
- **Checks and money orders should be made payable to: Syracuse University STEP Conference**
- Payment should be mailed to: Dr. Leonese Nelson ▪ Syracuse University ▪ Office of College Prep Programs
(STEP Program) 111 Waverly Avenue, Suite 230 ▪ Syracuse, New York, 13244

For Office Use ONLY:

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

CONFERENCE REGISTRANT INFORMATION

Please note that the names listed in the following two sections are for conference registration purposes ONLY. These names will be used for name tags, conference materials (*such as bags and books*), and the student research poster competition. ***We will not register your participants for hotel or lodging. Please ensure that names are spelled correctly and are typed or legibly written.*** Make additional copies as needed!

STUDENT PARTICIPANT NAMES

There **must be one adult chaperone** for every **4** students registered by your institution,. The **maximum number of registrants per institution** is TWENTY (20). Registrants are project administrators, students, staff, parents, instructors, volunteers, chaperones, faculty sponsors, etc.

	First Name	Last Name	Gender	Poster Presenter	Grade in School	T-Shirt Sizes	Special Dietary Needs
1			Female / Male	Yes / No			
2			Female / Male	Yes / No			
3			Female / Male	Yes / No			
4			Female / Male	Yes / No			
5			Female / Male	Yes / No			
6			Female / Male	Yes / No			
7			Female / Male	Yes / No			
8			Female / Male	Yes / No			
9			Female / Male	Yes / No			
10			Female / Male	Yes / No			

*** **T-shirt Sizes:** {S = Small, M = Medium, L = Large, XL = Extra Large, 2XL, and 3XL.} ***

PROFESSIONAL STAFF & GUEST NAMES

	First Name	Last Name	Position with STEP Program	Title (Dr., Mr., Mrs., or Ms.)	Chaperone	T-Shirt Sizes	Special Dietary Needs
1					Yes / No		
2					Yes / No		
3					Yes / No		
4					Yes / No		
5					Yes / No		

This is NOT your Albany Marriott Hotel Reservation Form. Reservation forms MUST be mailed directly to the Albany Marriott for EACH person attending the conference by the **MARCH 3, 2011 deadline**. [The Albany Marriott Hotel Reservation Form is on Page 10 of this booklet.](#)

Transportation Profile

(Each institution must complete a Transportation Profile Form.)

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

- Bus Number of Buses _____
- Van Number of Vans _____
- Car Number of Cars _____

2. Are you car pooling with another institution? _____ Yes _____ No

If yes, which one(s) _____

3. Estimated time of arrival on **Friday, March 25, 2011**: _____

** The hotel check in time is 4:00pm on Friday, March 25, 2011.

4. Estimated time of departure (*if later than 12:00pm on Sunday, March 27, 2011*): _____

Please keep a copy of the Conference Portfolio for your records!



Syracuse University/STEP Student Conference
Friday, March 25, 2011 – Sunday, March 27, 2011

HOTEL RESERVATION FORM

Reservations must be made by March 3, 2011

I. Package plan:

Two Night Stay (Arrival Friday, March 25, 2011 and Departure Sunday, March 27, 2011)

Five Meals: (Friday 3/25– Dinner; Saturday 3/26– Breakfast, Lunch, and Dinner; Sunday 3/27 Breakfast)

II. Package Rates

<i>(PER PERSON INCLUDING TAX):</i>	<i>(PER PERSON WITHOUT TAX):</i>
Single Occupancy: \$398.34	Single Occupancy: \$356.94
Double Occupancy: \$276.36 X 2 people = \$552.72	Double Occupancy: \$249.94 X 2 people = \$499.88
Triple Occupancy: \$235.68 X 3 people = \$707.04	Triple Occupancy: \$214.26 X 3 people = \$642.78
Quad Occupancy: \$215.38 X 4 people = \$861.52	Quad Occupancy: \$196.44 X 4 people = \$785.76
Meals ONLY: \$154.34	Meals ONLY: \$142.91

III. Tax Exempt Procedures:

It is the responsibility of each institution to supply a copy of their respective organization's tax-exempt certificate signed by the appropriate authorized personnel. **This certificate must accompany the registration form** in order to receive tax-exempt status. Tax can only be waived when paying by organization's check, organization's credit card, or purchase order. *You will need to send a copy of the front and back of the credit card.*

IV. Mail or Fax THIS Registration Form and School Tax-Exempt Certificate to: (Phone reservations NOT accepted!)

Albany Marriott
 189 Wolf Road
 Albany, NY 12205

Phone (518) 437-6344 or Fax (518) 482-7809

(Full Payment to the hotel must be received by March 3, 2011 or the reservation(s) will cancel automatically on March 4, 2011.)

(Please Type the information on this form)

Name of College/Business: _____

Contact Person _____ Phone Number: (____) _____ Extension: _____

Fax Number(____) _____ Email Address _____

Address: _____ City: _____ State: _____ Zip Code: _____

Credit Card Number: _____ Expiration Date: _____

Check/Purchase Order/Voucher Number: _____ **(must accompany this form)**

❖ **ROOM ARRANGEMENTS (Please Type Names)**

Room 1: (package plan determined by # of people listed) **Single Double Triple Quad**

	Last Name	First Name	Male	Female	Student	Chaperone
1						
2						
3						
4						

Room 2: (package plan determined by # of people listed) **Single Double Triple Quad**

	Last Name	First Name	Male	Female	Student	Chaperone
1						
2						
3						
4						

❖ **CANCELLATION POLICY:**

Individual **reservations MUST be CANCELLED or CHANGED by 2PM on Tuesday, March 22, 2011.** Any reservation that is cancelled or changed **after March 22nd** will be charged for the meal portion and room rate for one night. Additionally any conference registrant that is on the package plan who fails to arrive on the specified night of arrival will be charged for the meal and room rate for that evening. **Reservations received after March 3rd** will be based upon availability and charged an additional \$100.00, made payable to Syracuse University.



2011 STEP Statewide Student Conference
Albany Marriott Hotel • March 25, 2011 to March 27, 2011

Student Photo Release Form

NEW YORK STATEWIDE STUDENT CONFERENCE AND NEW YORK STATE EDUCATION DEPARTMENT
SCIENCE & TECHNOLOGY ENTRY PROGRAM (STEP)

I hereby give permission to the STEP Statewide Student Conference, its agents, successor, assigns and/or newspapers, radio or television to use my child _____

Print Full Name of Student

photographs (*whether still, motion or television*) for publicity regarding this program.

Student's Signature

Parent/Guardian Signature

Date

Institution Name/STEP Program Name*

* Please *list the name of the STEP Institution* and not the names of the students' middle or high schools.

Please complete and return by **February 18, 2011**. Make additional copies as needed!

Photo Release Forms **WILL NOT** be accepted at the conference site—Albany Marriott Hotel. Failure to submit signed student photo release forms will result in your institution's pictures being EXCLUDED from the photographs taken by the photographer during the conference. Pictures will also be OMITTED from all future publications and websites.

“Kickoff Celebration of 25 Years of Student Academic Excellence”

STEP STUDENT AMBASSADOR PROGRAM

The STEP Statewide Student Conference is designed as a *student-centered* event. To make this design a reality, Project Administrators are asked to select **ONE student** to represent their institution during the conference. This student should be someone who is *confident, articulate, and possess the ability* to act independently as well as work comfortably in group settings. We want every Ambassador to have the opportunity to represent their institution during the three-day conference, so please **do not submit** the names of more than one student.

During the 13th Annual STEP Statewide Student Conference, Student Ambassadors will **ASSIST** the 2011 STEP Statewide Student Conference Planning Committee with the following *Service Areas*:

- ✓ **Introductions**—[Welcome Address Speaker, Keynote Speaker, and Workshop Presenters on Friday Afternoon and Saturday]
- ✓ STEP Student **Pep Rally** on Friday Evening
- ✓ **Social Events** on Friday and Saturday Evenings
- ✓ 4th Annual **College Fair** on Saturday Afternoon
- ✓ Student **Research Poster Competition**—Saturday Afternoon
- ✓ **Saturday Dinner**—[Mistress and/or Master of Ceremony, Welcome, Introductions, etc.]
- ✓ **Sunday Morning Program**—[Awards Ceremony and Evaluations]
- ✓ All Ambassadors **will serve as ushers** during the Celebratory Dinner on Saturday Evening.

Once the conference schedule is set, Project Directors/Coordinators will receive student assignments and conference expectations as e-mail attachments. A **Mandatory Meeting for Student Ambassadors** will be held on **Friday, March 25, 2011 from 8:15pm to 9:00pm** (*tentative time*) in the Albany/Colonie Room.

Completed STEP Student Ambassador Nomination Forms may be faxed or sent as e-mail attachments (*PDF documents*) by **Friday, February 18, 2011** to:

Christie-Belle Garcia

STEP/CSTEP Assistant Director ~ Fordham University

Fax Number: (718) 817—3263

E-mail Address: cgarcia@fordham.edu

Please **direct all calls regarding the STEP Student Ambassador Program to Christie-Belle Garcia at (718) 817—3269.

Names of Student Ambassadors **received after the February 18, 2011** deadline will not be accepted. *Exceptions will not be made for any institution.* Institutions *who fail to submit* their nomination forms by the February 18, 2011 deadline will not have a student representative at the 2011 Conference; but will be eligible for participation at the 2012 STEP Statewide Student Conference.



STEP STUDENT AMBASSADOR NOMINATION FORM

2011 STEP Statewide Student Conference ▪ Albany Marriott ▪ March 25, 2011 to March 27, 2011

“Kickoff Celebration of 25 years of Student Academic Excellence”

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STUDENT AMBASSADOR INFORMATION

STUDENT'S LAST NAME:	
STUDENT'S FIRST NAME:	
GRADE IN SCHOOL:	
STUDENT GENDER:	
IS THE STUDENT A POSTER PRESENTER? :	
STUDENT E-MAIL ADDRESS:	

NOMINATING INSTITUTION AND CONTACT PERSON INFORMATION

INSTITUTION NAME:	
*PROJECT DIRECTOR/COORDINATOR'S NAME:	
TELEPHONE NUMBER:	
FAX NUMBER:	
E-MAIL ADDRESS:	

* This person will be considered the **PRIMARY CONTACT** for information pertaining to the conference.

Completed STEP Student Ambassador Nomination Forms should be faxed or sent as e-mail attachments (*PDF documents*) by **Friday, February 18, 2011** to:

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Saturday, March 26, 2011

Albany Marriott ~ Albany, New York

The following criteria have been developed to guide the planning and development of student research poster presentations. **Please note that there will only be 90 poster abstracts accepted.** Due to an increase in the number of students and institutions desiring to participate in the poster presentation competition, **only 2 posters from each institution will be accepted.** Poster abstracts will be **accepted on a first come first serve basis** until all the spaces have been filled.

Institutions may submit a third abstract as an alternate. Alternate abstracts will only be accepted if all 90 spaces have not been completely filled by the **January 21, 2011 deadline.** Provided that spaces are available, alternate poster abstracts will be accepted on a first come first serve basis. Institutions will be notified by February 4, 2011 if alternate abstracts are accepted for participation in the competition. Confirmation letters and information about the competition will be sent to Project Directors/Coordinators after February 11, 2011. **Students are strongly encouraged to conduct actual research before submitting a project for this competition. All abstracts must be submitted by January 21, 2011 by 4:00pm!**

Institutions should not submit more than 3 abstracts for the poster competition. Institutions that exceed the submission limit will have all abstracts returned and be eliminated from the competition.

1. Poster Requirements

- A **poster display** is **mandatory** for the Student Research Poster Competition.
- 36 x 48 inches (Tri-fold Display Board) – Posters that exceed these measurements will have **FIVE (5) points deducted** from the final score.
- The display board should be freestanding.
- Each student is allowed a maximum of **ONE (1) POSTER**, and is responsible for **any special equipment** (i.e. display boards, extension cords, laptops, LCD Projector, Internet access, etc.).

2. Abstract Information

- Each abstract should be one (1) page, double-spaced, have one-inch margins, 12-point Times New Roman font, and should **not exceed 150 words.**
- Abstracts that are **more than 150 words in length will not** be accepted for the competition. Abstracts will be returned and eliminated from the competition.
- Include presenter's name, co-presenters, project title, institution name, grade in school, Poster Abstract Number (**1, 2, or Alternate**) poster division (**see section 3**), judging category (**see section 4**), faculty sponsor, and abstract word count.
- Include a **problem statement, methods, materials, results, conclusions, and references.**
- **Complete a Student Poster Competition Registration Form.** Form should be submitted with the abstract. Abstracts **will not be accepted** without this form.
- Please send the **Student Research Poster Competition Registration Form as a Microsoft Word Document.** Forms sent as **PDF files will be returned** and the poster abstract removed from the competition.
- *Poster abstracts **will ONLY** be accepted as e-mail attachments (Microsoft Word Document).*
- Abstracts should be *e-mailed to Dr. Leonese Nelson at lenelson@syr.edu by 4:00pm on January 21, 2011.*
- **Abstracts and Student Research Poster Competition Registration Forms faxed** to Syracuse University's STEP Office **will not be accepted** for the student research poster competition.
- *** Institutions submitting more than one abstract for the poster competition should place all abstracts into one e-mail. ***

Saturday, March 26, 2011

Albany Marriott ~ Albany, New York

The Basic Components of an Abstract

- (1) Problem Statement:
 - a. Why is this a relevant research project?
 - b. What practical, theoretical, or scientific gap is your research filling?
 - c. What is the problem or question to be addressed in the project?
- (2) Methods/Procedures:
 - a. What steps did you take to complete this research project?
 - b. What did you do to analyze your data?
- (3) Results/Findings:
 - a. As a result of completing the above procedures, what did you learn, invent or create?
- (4) Conclusion/Implications:
 - a. What were your research findings? What are the larger implications of your findings?

3. Poster Division

Posters will be judged in three divisions. Please select **one of the three divisions****:

- **Middle Division** – Students in grades 7 and 8.
 - **Junior Division** – Students in grades 9 and 10.
 - **Senior Division** – Students in grades 11 and 12.
- } Divisions *may be combined* based on the number of poster entries.

**** If multiple grade levels present a project, the division will be assigned based on the highest-grade level.**

4. Category of Presentation

Students must **choose one of the following FIVE categories** for presentation entry. **Categories may be combined based on number of entries.**

(1) Biological/Life Sciences

Projects that investigate some aspect of life—Biology, Botany, Ecology, the Environment, Molecular and Cellular Biosciences, etc.

[Example: Genetics and Heredity or The Effect of Sound on Plants]

(2) Human Services

Projects that study human conditions pertaining to diseases, families, children, safety, wellness, aging, human service agencies and the impact on the community, etc.

[Example: Health Department's Study about Bacterial Meningitis and teenagers]

(3) Physical Sciences

Projects that research modern findings in Astronomy, Chemistry, Earth Science, Material Sciences, Physics, the history and policy of science, etc.

[Example: Observation of Freezing Rates of Water on Different Starting Temperatures]

(4) Social Sciences

Projects that explore important subject matter in Anthropology, Sociology, Psychology, Political Science, History, Geography, etc.

[Example: Violence in Middle and High Schools or The Effects of the Media, Politics, Pop Culture and Violence on Students]

(5) Technology

Projects that analyze technological advances such as robotics, fiber optics, computer science and programs, computer games, engineering, architect, engineering technology, Computer Aided Design (CAD), graphics, etc.

[Example: Virtual Homework Lockers for Students and Teachers]

Saturday, March 26, 2011

Albany Marriott ~ Albany, New York

5. Judging Criteria

There will be a team of judges for each category. Criteria for judging will include, but may not be limited to the items listed below.

Overall Project

- Statement of Purpose
- Documentation/Impact
- Significance/Impact
- Creativity or Initiative
- Methodology

Exhibit or Display (*A Poster Display is mandatory for the Student Research Poster Competition.*)

- Poster should be 36x48 inches (Tri-fold Display Board) – Posters that exceed these measurements will have **FIVE (5) points deducted from the final score.**
- Visual appearance of project display

Presenter's Oral Discussion of the Project

- 2 – 3 minute overview of project
- 2 – 3 minute question and answer session
- Presenters should **practice his/her presentation** to remain in the time limit.

Rating Scale

- Judges will use **the scale below** to rate students' presentations in the following areas:
 - Abstract
 - Research Design
 - Visual and Verbal Presentations
 - Conclusion
 - Bibliography/References

Failure to include a list of references will result in a **FIVE point** deduction from the project.

RATING SCALE					
0 = Poor	1 = Fair	2 = Adequate	3 = Good	4 = Excellent	5 = Outstanding

6. References/Bibliography

- Each student must provide a **list of references** that has been used to complete his/her project. Failure to include a list of references/bibliography will result in a **FIVE point** deduction from the project.

7. Reminders

- Poster abstracts **WILL ONLY** be accepted as e-mail attachments (Microsoft Word Documents) this year.
- Abstracts should be *e-mailed to Dr. Leonese Nelson at lnelson@syr.edu by 4:00pm on January 21, 2011.*
- Abstracts **faxed to Syracuse University's STEP Office WILL NOT be accepted** for the Student Research Poster Competition.
- **Abstracts will not be accepted without** a completed Student Research Poster Competition Registration Form and Institutional Conference Registration Portfolio.



ABSTRACT SUBMISSION FORMAT CHECKLIST

To *expedite the processing of abstracts*, students are strongly encouraged to include *all of the information* listed below in their submissions.

- ✓ Primary Poster Presenter's Name and Grade in Middle or High School
 - ✓ Co-Presenter(s) Names and Grades in Middle or High School (*when applicable*)
 - ✓ Institution Name
 - ✓ Abstract Number (*1, 2, or Alternate*)
 - ✓ Poster Division
 - Middle Division Students in grades 7 and 8.
 - Junior Division Students in grades 9 and 10.
 - Senior Division Students in grades 11 and 12
- ** If multiple grade levels present a project, the division will be assigned based on the highest-grade level.*
- ✓ Poster Category
 - Biological/Life Sciences
 - Human Services
 - Physical Sciences
 - Social Sciences
 - Technology
 - ✓ Faculty Mentor or Teacher's Name and Affiliation (*when applicable*)
 - ✓ Abstract Word Count (*please **do not include** the poster title or references in this count.*)
 - ✓ Poster Presentation Title
 - ✓ Abstract
 - Each abstract should be one (1) page, double-spaced, have one-inch margins, 12-point Times New Roman font, and should **not exceed 150 words**.
 - Abstracts that are **more than 150 words in length will not** be accepted for the competition. Abstracts will be returned and eliminated from the competition.
 - ✓ References/Bibliography

The Student Research Poster Competition Registration Form must be submitted with EACH abstract. Please send the **Student Research Poster Competition Registration Forms and Poster Abstracts as Microsoft Word Documents**. **Poster abstracts and Registration Forms** sent as **PDF files will be returned** and abstracts excluded from the competition.

WHAT IS AN ABSTRACT?

An **ABSTRACT** is a brief summary of your project. It summarizes very clearly the main points of your experiment. **Abstracts should include problem statement, methods, materials, results, conclusions, and references.**

The Basic Components of an Abstract:

(1) Problem Statement:

- a. Why is this a relevant research project?
- b. What practical, theoretical, or scientific gap is your research filling?
- c. What is the problem or question to be addressed in the project?

(2) Methods/Procedures:

- a. What steps did you take to complete this research project?
- b. What did you do to analyze your data?

(3) Results/Findings:

- a. As a result of completing the above procedures, what did you learn, invent or create?

(4) Conclusion/Implications:

- a. What were your research findings? What are the larger implications of your findings?

SAMPLE ABSTRACT

Up and Down: Seasonal Temperature versus Sun Ray Angle

The **purpose of this project** was to find out whether the angle of the Sun's rays at noon affects seasonal temperatures. The experiments involved measuring the air temperature and the angle of the Sun's rays at noon during different seasons. This was done by recording air temperature and measuring the angle of shadows at noon on the first day of the month from October through April.

The **measurements confirmed my hypothesis** that as the angle of the Sun's rays decreases during the year, the outdoor temperature increases. These **findings** led me to believe that seasonal temperatures are the result of the difference in the angle of the Sun's rays. As the ray angle decreases, sunlight is more concentrated on an area, resulting in a higher temperature.

I discovered that during seasons with high temperatures, the angle of the Sun's rays is lower than during seasons with low temperatures.

Sources: *Janice VanCleave's Guide to the Best Science Fair Project*. Janice VanCleave (John Wiley & Sons, Inc., 1997) and www.discoveryschool.com.

USEFUL WEBSITES:

- www.sterlingpublishing.com/kids
- www.science-fair-projects-online.com
- www.eskimo.com~billb/amasci.html
- www.charterhouse.net/fair
- www.discoveryschool.com

SAMPLE FORM

13TH ANNUAL STEP STATEWIDE STUDENT CONFERENCE

March 25, 2011 to March 27, 2011 at the Marriott Hotel – Albany, New York

STUDENT RESEARCH POSTER PRESENTATION REGISTRATION FORM

Submission Deadline: Friday, January 21, 2011 by 4:00pm

* Confirmation letters and information about the competition will be sent to the Project Coordinator/Director listed below. **Please Type Clearly!**

PRIMARY PRESENTER: (FIRST NAME, LAST NAME)	April Jones		GRADE IN SCHOOL: 10
CO-PRESENTER(S): (FIRST NAME, LAST NAME)	Arthur Quincy Eve		GRADE IN SCHOOL: 9
INSTITUTION NAME: New York State Science University	POSTER ABSTRACT NO. (Select One) Abstract # 1 Abstract # 2 Alternate Abstract		POSTER ABSTRACT NO. Abstract # 1
PROJECT COORDINATOR/DIRECTOR: Peter Citizen	TELEPHONE NUMBER: (212) 123—4567	FAX NUMBER: (212) 891-011	E-MAIL ADDRESS: pcitizen@anymail.com
POSTER PRESENTATION TITLE:	“Up and Down: Seasonal Temperature versus Sun Ray Angle”		
POSTER DIVISION: (Please select ONLY ONE division.)	Junior Division		
CATEGORY OF POSTER: (Please select ONLY ONE category.)	Physical Sciences		
ABSTRACT WORD COUNT: (Abstract should not exceed 150 words.)	148 words		
WILL YOU NEED AN ELECTRICAL OUTLET FOR YOUR PROJECT?	NO		
DID YOU RECEIVE ASSISTANCE WITH THIS PROJECT?	▪ YES <u>Dr. Mae Green Jamison (Faculty Member)</u>		

- ✓ When applicable, **each program is responsible** for providing their students with display boards, laptops, LCD Projectors, handouts, models, Internet Access costs, etc.
- ✓ Students must provide **a list of references** that they used to complete their projects with their abstract. Failure to include a list of references/bibliography will result **in a FIVE point deduction** from the project.
- ✓ Abstracts that are **more than 150 words in length will not** be accepted for the competition. Abstracts will be returned and eliminated from the competition.
- ✓ The **Student Research Poster Competition Registration Form must be submitted** with EACH abstract.
- ✓ **Institutions should not submit more than 3 abstracts** for the poster competition. Institutions that exceed the submission limit will have all abstracts returned and eliminated from the competition.
- ✓ *Poster Abstracts and Student Research Poster Presentation Registration Forms will ONLY be accepted as e-mail attachments (Microsoft Word Document).* Abstracts and forms **sent as PDF files** will be returned and excluded from the competition.

Abstracts should be *e-mailed to Dr. Leonese Nelson at lenelson@syr.edu by 4:00pm on January 21, 2011.*

13TH ANNUAL STEP STATEWIDE STUDENT CONFERENCE
 March 25, 2011 to March 27, 2011 at the Marriott Hotel – Albany, New York
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* Confirmation letters and information about the competition will be sent to the Project Coordinator/Director listed below. **Please Type Clearly!**

PRIMARY PRESENTER: (FIRST NAME, LAST NAME)		GRADE IN SCHOOL:
CO-PRESENTER(S): (FIRST NAME, LAST NAME)		GRADE IN SCHOOL:
INSTITUTION NAME: (PLEASE DO NOT LIST THE NAMES OF PRESENTERS' MIDDLE AND HIGH SCHOOLS.)	POSTER ABSTRACT NO. (Select One) Abstract # 1 Abstract # 2 Alternate Abstract	POSTER ABSTRACT NO.
PROJECT COORDINATOR/DIRECTOR:	TELEPHONE NUMBER:	FAX NUMBER:
		E-MAIL ADDRESS:
POSTER PRESENTATION TITLE:		
POSTER DIVISION: (Please select ONLY ONE division.)	<ul style="list-style-type: none"> ▪ Middle Division – Students in grades 7 and 8. ▪ Junior Division – Students in grades 9 and 10. ▪ Senior Division – Students in grades 11 and 12. 	
CATEGORY OF POSTER: (Please select ONLY ONE category.)	<ul style="list-style-type: none"> ▪ Biological/Life Sciences ▪ Human Services ▪ Physical Sciences 	<ul style="list-style-type: none"> ▪ Social Sciences ▪ Technology
ABSTRACT WORD COUNT: (Abstract should not exceed 150 words.)		
WILL YOU NEED AN ELECTRICAL OUTLET FOR YOUR PROJECT?	<ul style="list-style-type: none"> ▪ YES or NO 	
DID YOU RECEIVE ASSISTANCE WITH THIS PROJECT?	<ul style="list-style-type: none"> ▪ YES If yes, who? _____ ▪ NO 	

- ✓ When applicable, **each program is responsible** for providing their students with display boards, laptops, LCD Projectors, handouts, models, Internet Access costs, etc.
- ✓ Students must provide **a list of references that they used to complete their projects with their abstract.** Failure to include a list of references/bibliography will result **in a FIVE point deduction** from the project.
- ✓ Abstracts that are **more than 150 words in length will not** be accepted for the competition. Abstracts will be returned and eliminated from the competition.
- ✓ The **Student Research Poster Competition Registration Form must be submitted** with EACH abstract.
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- ✓ *Poster Abstracts and Student Research Poster Presentation Registration Forms **will ONLY** be accepted as e-mail attachments (Microsoft Word Document).* Abstracts and forms **sent as PDF files** will be returned and excluded from the competition.

Abstracts should be *e-mailed to Dr. Leonese Nelson at lnelson@syr.edu by 4:00pm on January 21, 2011.*



CALL FOR WORKSHOP PROPOSALS

13th Annual STEP Statewide Student Conference

March 25, 2011 to March 27, 2011 Albany Marriott ~ Albany, New York

Hosted by the New York State Education Department and Syracuse University

The Science and Technology Entry Program (STEP) is comprised of 51 colleges and universities across New York State, and one of its many purposes is to introduce students to practical experience in the scientific, technical, and health-related fields, and to prepare students for the rigors of college and beyond. Over 400 students and 125 program directors/advisors regularly attend the conference. Do not miss the opportunity to share valuable information in a forum that allows access to students and staff across New York State who helped to garner the *2003 Presidential Award for Excellence in Science, Mathematics, and Engineering Mentorship (PAESMEM)*! More information about this award winning program may be found on the New York State Education Department's website at <http://www.highered.nysed.gov/kiap/step> or www.stepforleaders.org

CONFERENCE OVERVIEW

This year's STEP Conference will emphasize the importance of planning ahead, being persistent, and staying focused. *The themes of this year's Conference will stress academic achievement, preparation for college, technology etiquette (i.e., cell phone, e-mail and social networks), financial literacy, peer pressure (bullying), self-esteem, internships, student responsibility, leadership skills, communication skills, setting goals, and personal success.* Highlights of the conference will include students in grades 7~12 presenting their fascinating research projects and participating in intellectually stimulating workshops. Workshops will take place on Saturday, **March 26, 2011**, with each convening for **75 minutes**.

SPECIFICATIONS FOR WORKSHOP PROPOSALS & SUBMISSION PROCESS

Workshop proposals should: (1) be relevant to the conference themes; (2) **not exceed 150 words in length**; (3) be **submitted electronically as a Microsoft Word Document to Dr. Leonese Nelson** at lenelson@syr.edu by **Friday, January 14, 2011**; and (4) be submitted as an abstract that includes the presenter's name, co-presenter's name, mailing address, work telephone number, home telephone number, fax number, e-mail address, business or academic affiliation, workshop title, and a list of needed audio-visual equipments (e.g. *overhead projector, LCD projector, easel/flip chart, microphone, TV, VCR or a chalkboard*).

****Selected workshop presenters will receive hotel accommodations, meals, and an honorarium.****

PROPOSALS are DUE **January 14, 2011** with acceptance notification by **February 14, 2011**.

E-mail Workshop Proposals to: Dr. Leonese Nelson at lenelson@syr.edu

For more information, please contact:

Dr. Leonese Nelson, Conference Chair

Syracuse University

Office of College Preparation Programs—STEP Program

111 Waverly Avenue, Suite 230

Syracuse, New York 13244-2330

Phone: 315-443-9171 **Fax:** 315-443-6721 **Email:** lenelson@syr.edu



13th Annual STEP Statewide Student Conference

March 25, 2011 to March 27, 2011 Albany Marriott ~ Albany, New York

Hosted by the New York State Education Department and Syracuse University

4TH ANNUAL COLLEGE FAIR

The Science and Technology Entry Program (STEP) of New York State invites **College Representatives** to attend a **College Fair** at our March statewide student conference! The College Fair will be one of the many exciting events that will take place during the **13th Annual STEP Statewide Student Conference from March 25, 2011 to March 27, 2011, at the Marriott Hotel in Albany, New York—189 Wolf Road—Albany, New York 12205—(518) 458-8444.**

STEP is comprised of 51 colleges and universities across New York State, and one of its many purposes is to provide middle and high school students with practical experience in the scientific, technical, and health-related fields, and to prepare students for the rigors of college and beyond. Over 400 students and 125 program directors/advisors regularly attend the conference. Do not miss this opportunity to share valuable information about your institution in a forum that captures the attention of perspective students and staff across New York State, those of whom helped to garner the **2003 Presidential Award for Excellence in Science, Mathematics, and Engineering Mentorship (PAESMEM)**! More information about this award winning program may be found on the New York State Education Department's website at <http://www.highered.nysed.gov/kiap/step> or www.stepforleaders.org

The College Fair will be held on Saturday, March 26, 2011, from 2:00pm to 4:00pm. Set-up for the fair will be from 1:15pm to 1:45pm. The cost of providing valuable and timely information to this critical mass of students and project administrators is \$150.00. (*This fee does not include hotel costs or transportation to and from the conference site in Albany, New York.*)

To increase the number of institutions participating in the 4th Annual College Fair at the STEP Statewide Student Conference, **STEP Programs paying the conference registration fee for attendees from their institution will not be assessed an additional \$150.00** to have their admissions office participate in the fair. All **non-registered institutions for the STEP Conference will have to pay the \$150.00 fee to have their institution** participate in the fair.

****The conference will provide lunch for college representatives on Saturday, March 26, 2011 from 12:00pm to 1:00pm.****

Please notify the conference committee of your institution's intent to participate in this event by faxing the enclosed form by **February 11, 2011 to Dr. Leonese Nelson** at (315) 443-6721.

Please make all checks payable to *Syracuse University*, and mail to:

Dr. Leonese Nelson, Conference Chair
Office of College Preparation Programs
Science and Technology Entry Program (STEP)
111 Waverly Avenue, Suite 230
Syracuse, New York 13244

For further questions, please contact the Syracuse University STEP Office by calling (315) 443-9171, or by email at lenelson@syr.edu. You may also contact one of the College Fair Sub-Committee Co-chairs for additional information.

2011 STEP STATEWIDE STUDENT CONFERENCE COLLEGE FAIR SUB-COMMITTEE CO-CHAIRS:

Cecelia Russo	St. John's University	russoc@stjohns.edu	(718) 990—6667
Mary Stickney	SUNY Potsdam	sticknme@potdam.edu	(315) 267—2584



13th Annual STEP Statewide Student Conference

March 25, 2011 to March 27, 2011 Albany Marriott ~ Albany, New York

Hosted by the New York State Education Department and Syracuse University

4TH ANNUAL COLLEGE FAIR REGISTRATION FORM

Institution Name _____

Name of Representative Attending College Fair: _____

Representative's Title _____

Mailing Address _____

School's/Program's Website URL: _____

E-Mail _____ Telephone _____ FAX _____

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

The **College Fair** will be held at the Marriott Hotel in Albany, New York on Saturday, March 26, 2011 from 2:00pm to 4:00pm. **Set-up** for the fair will be from 1:15pm to 1:45pm.

REGISTRATION INFORMATION:

{ } Please register our school for the STEP College Fair, March 26, 2011.

My institution's STEP Program has submitted its conference registration fees, which covers my fee.

STEP Program Director/Coordinator's Name: _____ Telephone Number: _____

{ } Please register our school for the STEP College Fair, March 26, 2011.

I have enclosed the non-refundable registration fee of \$150.00 payable to Syracuse University.

{ } Please register our school for the STEP College Fair, March 26, 2011.

My institution's non-refundable registration fee of \$150.00 will follow before the February 11, 2011 deadline.

Registration is **NOT** confirmed until the fee is paid. Space is limited. The **official registration deadline is February 11, 2011**, but we encourage early registration, as this event may fill before the deadline.

MEAL REQUEST: *The conference will provide lunch for college representatives on Saturday, March 26, 2011.*

{ } I **DO plan** to attend **Lunch** on Saturday, March 26th from 12:00pm to 1:00pm.

{ } I **DO NOT plan** to attend **Lunch** on Saturday, March 26th from 12:00pm to 1:00pm.

Fax Registration Forms by February 11, 2011 to:

STEP Statewide Student Conference College Fair

Attn: Dr. Leonese Nelson, Conference Chair

FAX # 315-443-6721

Checks should be mailed to: Dr. Leonese Nelson ▪ Syracuse University ▪ Office of College Preparation Programs
(STEP Program) ▪ 111 Waverly Avenue, Suite 230 ▪ Syracuse, New York, 13244
▪ lenelson@syr.edu ▪

For additional information, please contact Syracuse University's STEP Office or one of the College Fair Sub-Committee Co-chairs.

2011 STEP STATEWIDE STUDENT CONFERENCE COLLEGE FAIR SUB-COMMITTEE CO-CHAIRS:

Cecelia Russo St. John's University russoc@stjohns.edu (718) 990-6667

Mary Stickney SUNY Potsdam sticknme@potsdam.edu (315) 267-2584



Syracuse University/STEP Student Conference
 Friday, March 25, 2011 – Sunday, March 27, 2011

HOTEL REGISTRATION
 *Reservations must be made by **March 2, 2011***

I. Room Rates Only

(PER PERSON INCLUDING TAX):	(PER PERSON WITHOUT TAX):
Single Occupancy: \$121.98	Single Occupancy: \$107.00

II. Tax Exempt Procedures:

It is the responsibility of each institution to supply a copy of their respective organization’s tax-exempt certificate signed by the appropriate authorized personnel. **This certificate must accompany the registration form** in order to receive tax-exempt status. Tax can only be waived when paying by organization’s check, organization’s credit card, or purchase order. You will need to send a copy of the front and back of the credit card.

III. Mail or Fax THIS Registration Form and School Tax-Exempt Certificate to: (Phone reservations NOT accepted!)

Albany Marriott
 189 Wolf Road
 Albany, NY 12205

Phone (518) 437-6344 or Fax (518) 482-7809

(Full Payment to the hotel must be received by March 3, 2011 or the reservation(s) will cancel automatically on March 4, 2011.)

(Please Type the information on this form)

Name of College/Business: _____

Contact Person: _____ Phone Number: (____) _____ Extension: _____

Fax Number :(____) _____ Email Address: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Credit Card Number: _____ Expiration Date: _____

Check/Purchase Order/Voucher Number: _____ (must accompany this form)

IV. Room

(Please Type Names and indicate Nights of Stay at the Marriott Hotel):

	Last Name	First Name	Room Needed for Friday Night	Room Needed for Saturday Night
1				

TENTATIVE CONFERENCE SCHEDULE

STEP Conference 2⁰11

Friday ~ March 25th

TIME	ACTIVITY
3:00pm ~ 8:00pm	Registration
4:00pm ~ 5:15pm	Pre-Professional Student Networking Activity
5:30pm ~ 7:30pm	Buffet Dinner/"Welcome Address"
7:30pm ~ 9:00pm	Coffee House/Variety Show—Student Entertainment
9:00pm ~ 11:30pm	Student Entertainment
9:30pm ~ 12:00am	APACS Reception

Saturday ~ March 26th

TIME	ACTIVITY
7:30am ~ 8:30am	Breakfast
8:30am ~ 9:00am	Plenary Session
9:00am ~ 11:00am	Registration
9:30am ~ 11:00am	Poster Judges Meeting
9:30am ~ 12:00pm	Staff Professional Development Workshop
9:00am ~ 10:30am & 10:45am ~ 12:15pm	Concurrent Workshop Sessions
12:20pm ~ 1:20pm	Lunch Buffet
1:15pm ~ 1:45pm	Setup for College Fair
1:30pm ~ 2:00pm	Setup for Student Research Poster Presentation
2:00pm ~ 4:00pm	College Fair
2:00pm ~ 5:00pm	Student Research Poster Presentation
6:00pm ~ 7:15pm	Kickoff Celebratory Dinner
7:15pm ~ 8:00pm	Keynote Address
9:30pm ~ 12:00am	Student Entertainment

Sunday ~ March 27th

TIME	ACTIVITY
7:30am ~ 8:30am	Breakfast
8:30am ~ 10:30am	Closing Plenary Session/Roll Call Award Presentations
10:30am ~ 11:30am	Check-Out