



NEW for 2008 participants! For students who have entered EMU under the new general education requirements, presenting at the Undergraduate Symposium satisfies ...

Area 5: Learning Beyond the Classroom

Item 6: Undergraduate Research.

To confirm the student's participation follow these ...FIVE easy steps.

1. Sign-in to your my.emich account
2. Click on "Employee" tab
3. Click on "Application Administration" tab
4. Click on "Confirm Student LBC Participation"
5. Enter information
 - Your EID number as the originator
 - Student's EID number
 - From the drop-down menu select "LB6 LBC-Research"

Faculty Sponsor Responsibilities

1. **Stay in contact with your student!** Share details regarding the Symposium.
2. **Verify details of your student's presentation.**
 - Time and location of presentation.
 - Discuss presentation format and time limits (10 minutes for presentation and 5 minutes for an introduction and closing questions).
 - Confirm equipment needs.
3. **Assist student with the presentation.**
 - Rehearse presentation and assist with preparation of visuals/equipment use.
 - Lend support to the student during the Q&A period of the presentation.
 - Encourage and congratulate student throughout the process.
4. **Attend Symposium XXVIII on Friday, March 28.**
 - Check-in at the registration table, second floor of the Student Center.**
 - Oral Session A - 8:30-9:45 a.m.**
 - Oral Session B -10-11:15 a.m.**
 - Oral Session C - 11:30 a.m. to 12:45 p.m.**
 - Poster Group 1 - 8:30 -10:15 a.m..**
 - Poster Group 2 - 10:45 a.m. to 12:30 p.m.**
 - Luncheon - 1-2:30 p.m.**
5. **Introduce your student and the presentation at the assigned session.**
6. **Learning beyond the classroom credit** (area six: undergraduate research) can be given to your student for presenting at the Symposium. Please ask your student if this credit is desired for their general education studies.
7. **Questions ... call 7-3198 or email wkivi@emich.edu.**