

Submission Instructions for the 2027 University Health Research Symposium

Submissions to the 2027 University Health Research Symposium must include a poster and its corresponding abstract, each carefully crafted using the following instructions and associated rubrics/templates.

Deadline for submissions: 11:59pm, March 1, 2027.

Follow these instructions for submission:

Two types of research project are admissible: (1) posters presenting project results or (2) posters presenting protocols. Your project can be considered a protocol if:

- ☐ Your project is in the planning phases and has not yet started collecting data –AND–
- ☐ Your interest in making a protocol poster is to receive methodological correction and/or community feedback to inform your study design.

Poster requirements:

- ☐ Must be written using the poster template.
- ☐ Demonstrates compliance with as many points from the Evidence-Base-Scoring rubric as possible.
- ☐ Must be submitted as a power point file with the following naming convention:
RS2027_Poster_Handcock_John_Tag_YYYY-MM-DD (Where “John Handcock” is the corresponding author, the tag is a unique acronym or keyword/character-string assigned to the project and YYYY-MM-DD refers to the date of submission in *year-month-day* format.)

Abstract requirements:

- ☐ Must be written using either the abstract template for projects-with-results or the abstract template for protocols. See previous years’ abstract books (available on the University Health infonet at the research page) for examples.
- ☐ Must not exceed 300 words.
- ☐ Must respect the 4-point or 3-point structure stipulated by the template.
- ☐ Must be submitted using the links given below (copy and paste the appropriate sections into the webform provided).

Grading:

Submissions will be judged using the following rubrics:

- The abstract rubric for projects with results or the abstract rubric for protocols
- The poster grading rubric for external judges; you can pretend you are a judge and pretend-grade a poster using this link: https://redcap.link/grade_a_poster_test
- The Evidence-Base-Scoring rubric. You will also enter the information pertaining to this rubric on the submission form, so pay close attention!

Submission: Corresponding authors can use these links to submit for their teams:

Step 1: Fill out the Research Survey using this link: https://redcap.link/Research_Survey_RS_Submissions

Step 2 (Optional): Use the following link to explore a test environment for submissions. You can submit fictional data here and it will be ignored: https://redcap.link/RS_Test

Step 3: Use the following link to make your submission to RS2027. You will be able to return to your submission and update it any time prior to the deadline: https://redcap.link/RS2027_Submit

Final drafts are due by 11:59pm, March 1, 2027.