Data Day 7.1
Poster Competition

GUIDELINES FOR PARTICIPANTS
Carleton University Institute for Data Science

BEFORE THE EVENT

Please complete the following steps:

- Register for Data Day 7.1 on science.carleton.ca/data-day
- Sign the *Consent to Publish Student Information* release form and send it with your abstract to odscience@carleton.ca with an email title of **Data Day 7.1 Poster Abstract Submission.**

ABSTRACT

Poster abstracts (1 page maximum) must be submitted by **Friday, March 11, 2021** to odscience@carleton.ca . Abstracts received after this date will not be accepted.

Deadlines

March 11, 2021 - Abstract Submission Deadline
March 16, 2021 - Author Notification
March 26, 2021 - Poster Submission Deadline

Abstracts must include:

• Poster title
• Full name of student(s)
• Student(s) current program of study
• Student(s) supervisor name
• An outline of your research that should include and address the following:

Introduction
• What is the question you are trying to answer/problem & issue to solve?
• What is the significance of this study, why is it important/relevant/innovative?
• Is this a pilot, a test, a study, something you are building etc.?
• Include potential benefits to society, industry, a field, etc.
• Are there any ethical, social, environmental considerations or risks?

Methodology
• Explain how you think you will go about conducting this study
• Be sure to discuss samples, data sources, algorithms, software, systems, sensors, hardware, machinery, location of study, etc.
• Be sure to discuss benefits, limitations or biases of this study, method, etc.

Results/Conclusions
• Include potential outcomes, and potential applications
• Potential next steps if this is a pilot, or if you think this will go into building something, or it can be commercialized, etc.
You may include citations or references if you have some.

POSTER INFORMATION

Digital posters must be submitted by **Friday, March 26, 2021**. Posters received after this date will not be considered. All students who were approved to present a poster at the competition will receive a link to update their profile for the event. Instructions will be provided via email.

Dimensions and design aspects:
Posters must adhere to the following requirements (failure to do so will result in your poster being ineligible for prizes).

- Posters must be submitted as a PPT or PDF. Please do not exceed a single slide.
- Your poster may be landscape or portrait.

For questions about design, please consult your supervisor. (S)He is best placed to advise you on this.

EXPECTED POSTER COMPONENTS

The following information must be present:
- Poster title
- Full name of student(s), student(s)' current program of study, student(s)' supervisor name
Diagrams/tables/charts/algorithms/pictures
- Introduction
- Methodology
- Datasets & limitations
- Results
- Conclusion
- References
- Acknowledgements

POSTER JUDGING PROCESS

Posters will be critiqued by a panel of qualified poster judges from **March 26 to March 30, 2021**.

You will be evaluated on your digital poster. Judges may reach out to you via email ahead of the event to ask questions about your research and poster.

POSTER EVALUATION CRITERIA

Below is a list of criteria that are being used to judge the poster:

- OVERALL AESTHETIC APPEAL

The poster should not have too many dramatic colours or font changes. Please use colour and fonts appropriately so as to keep the poster professional and consistent in its representation of concepts.

- ABILITY TO STAND ON ITS OWN

The poster should communicate the scope of the project clearly and effectively even when you and/or your team are not present.

-CONTENT RELEVANCE

Ensure that the content chosen for the poster is truly relevant and avoid redundancy

- BALANCE OF IMAGES, TEXT, AND SPACE

Images should be dominant in communicating the project and research on the poster, and the use of excessive text should be avoided. Adequate space should be given around text and images to avoid a crowded appearance.

- CONCISENESS

People should not have to spend more than five minutes to read and understand the poster. The content of the poster should be technically written and easily understood by all (even those with no pre-existing knowledge of your field of research).

- FLOW

The content of your poster should be easily navigable and organized logically.

- CONTENT ACCURACY

Content should be free of errors, including spelling and grammatical errors. Carefully review the accuracy of any scientific content in the poster (e.g. mathematical errors in models will negatively impact scoring).

- LEGIBILITY

The poster should be easy to read and free of distracting background colours. Text should be clear and crisp, and legible from a short distance. Figures should have sharp detail. Poor quality images and text will negatively impact scoring.

- QUALITY OF GRAPHICS

The poster's key concepts should be represented graphically. It will positively impact scoring if the poster contains single images that effectively represent entire concepts. Images should be well labeled with clear legends.

- RECOGNITION AND ATTRIBUTION OF OTHER CONTRIBUTORS

The poster should give credit to all contributors. Please use attribution for key concepts rather than small details.

- ANSWERING QUESTIONS TO SUPPLEMENT POSTER

Judges may reach out in advance of the event to ask questions. You and/or team members should be prepared to answer in-depth questions about your research and be able to demonstrate a strong understanding of the project and what the poster represents.