2021 WE Local Collegiate Competition Packet

SWE Contact Information
E-mail: welocal@swe.org
Phone: (312) 596-5223

Objective
The objective of the WE Local Collegiate Competition is to provide undergraduate and graduate students with the opportunity to present their research to a broad technical audience in three styles: short form abstract submission, visual poster presentation and lighting talk presentation . This allows for students to learn and gain insight on their research, and to receive live feedback and encouragement from others within the STEM field.

General Information
The Society of Women Engineers (SWE) is accepting online abstract submissions for the WE Local Collegiate Competition held at WE Local North America conferences. Each WE Local host city conference has two submission categories: Undergraduate and Graduate. **All applicants are required to submit an online abstract for judging.**

Submissions must be submitted online and are limited to one submission per person for all WE Local North America conferences. For each city, the top five finalists within each category (Undergraduate and Graduate) will be selected and notified by e-mail in December.

Finalists receive a $250 travel stipend to compete in the on-site technical poster presentation and lightning talk competition to the conference site for which they were selected. Finalists also receive a complimentary Collegiate premier registration, as well as recognition and awards at the Local Power Hour on Saturday afternoon.

Questions about the WE Local Collegiate Competition can be directed to welocal@swe.org.

STEP 1: Abstract Submission
REMEMBER, THE ON-SITE SELECTION OF FINALISTS IS BASED ON YOUR ONLINE ABSTRACT SUBMISSION!

Abstract Eligibility/Criteria
- Current/Active SWE (Undergraduate or Graduate) Collegiate Member
- You must enter the category for which you are currently enrolled as a member in the Society, either a Collegiate Member or a Graduate Collegiate Member
- You can use a current research/project you are working on alone, an independent study project, or a project you are working on with others

Abstract Application
Applications must be submitted online.

REQUIRED APPLICANT INFORMATION
- Name
- University/College
- Member College Level – Collegiate Member or Graduate Collegiate Member
- Expected Date of Graduation:
  - Undergraduate
  - Graduate
- Biography of the Applicant (limited to 200 words)
- SWE Membership Number
- Preferred Contact Information (Winter Break)
  - Address
  - Phone
  - Email
- School Contact Information
  - Address
  - Phone
  - Email
- Please, select the WE Local conference you would like to be considered for – take into consideration schedule, transportation costs, etc.
  - WE Local Albuquerque (January 29 - 30, 2021)
  - WE Local Des Moines (March 5 - 6, 2021)
  - WE Local Buffalo (March 26 - 27, 2021)
- Please, choose which conference is your #1 choice. (This does not guarantee you will be selected for that conference.)
  - WE Local Albuquerque (January 29 - 30, 2021)
  - WE Local Des Moines (March 5 - 6, 2021)
  - WE Local Buffalo (March 26 - 27, 2021)

REQUIRED ABSTRACT INFORMATION
- Title of Technical Research/Project
- Author(s) Name – Acknowledge those who have participated significantly in the technical aspects of the research/project
- Abstract – limited to 500 words

Abstract Guidelines

The online abstract is a concise summary about the research or project being submitted for consideration for a poster presentation and lightning talk. Assume the reader is knowledgeable in the broad category of the topic, but not necessarily an expert in the specialty of the project. Abstracts are prepared to serve either or both of the following purposes:

- Enable a reader to decide whether this topic is of enough interest to warrant taking the time to read the entire paper or to go hear the presentation.
- Acquaint a reader with recent research/project results without the need to read the entire article or hear the paper.

The abstract should be no more than 500 words and submitted via the online submission form using SmarterSelect.

Abstract Selection Criteria

Total Points — 100

REQUIREMENTS	POINTS AVAILABLE	POINTS EARNED
Title: Clear and understandable, summarizes abstract, interesting.	5	
Context: Background on research or project area, gives context to the work how it fits in the larger field. Limits of the scope of the investigation/project. Answers "Why was this work undertaken?"	5	
Objectives: Hypothesis, intent of work, or problem statement. Answers "What is this work trying to show? What is being proven or implemented?"	5	
Methods & Results: Concise summary of experiments or project accomplishments. Summarizes key data. Answers "How was the work done? What happened?"	5	
Conclusions: Interpretation of outcomes. Gives context to how the work fits in the larger field.	5	
Overall: Submission is structured as an abstract. Clear communication style, without typos or grammatical errors. Work is compelling, high quality, and rigorous.	5	
TOTAL	**30**	

Helpful Hints for Preparing your Abstract

Tips for Content
- Briefly explain the context of your work. What is the objective? What are you aiming to demonstrate or prove? Why is your work important or significant to your field?
- If you need to reference a type of test or procedure, try to restrict it to identification of method or type of process employed. Stay away from excessive details that would take away from clarity.
- State results, conclusions, or findings in a clear, concise fashion.

Tips for Style
- Assume the reader has a good general technical vocabulary but try to avoid use of highly specialized words or abbreviations. Remember, they may not be an expert in your work or even engineering or science field.
- Use past tense and third person in describing completed research, present tense when stating existing facts and what is included in the larger work.
- Proofread your work. Incorrect spelling and poor sentence structure will discourage interest in your project.
- Have an advisor, mentor, or colleague review your abstract. Provide the scoring rubric so they can give feedback on how well they understand your work.

- Reach out to members of your SWE section, GradSWE, or the Women in Academia group for review or support.

STEP 2: On-Site Competition

Poster and Lightning Talk Eligibility/Criteria
If selected as a finalist (based on online abstract submission), applicants will compete on-site at one of the following WE Local North America conferences:

- WE Local Albuquerque (January 29 - 30, 2021)
- WE Local Des Moines (March 5 - 6, 2021)
- WE Local Buffalo (March 26 - 27, 2021)

Note: The competition will take place virtually if the in-person conference is postponed.

Poster Presentation
The poster should be prepared in a format that is easy to interpret in the absence of the author.

- Except for fasteners, all poster materials must be flush with the board, not protruding more than 1/8 inch (3.2 mm).
- There may be no mechanical or electrical devices on the board.
- All material must be accessible without having to lift or turn pages.
- There can be no materials placed in front of, above, below, or to the side of the poster.
- The poster must be able to be hung horizontally on a bulletin board and easily rolled for transportation purposes.
- The poster must be no larger than 36 inches (91.4 cm) width by 24 inches (60.96 cm) height unrolled.
- The poster must contain the title, author's name(s), and institution.
- We recommended the entrant use a printed 36-inch roll paper. Programs that may be helpful to generate the poster include Adobe Illustrator, Power Point, etc.

Poster Guidelines
The WE Local Collegiate Poster Competition emphasizes the ability to deliver visual presentations. Subject matter must be original research or work with an application in engineering. This could be laboratory work, computer simulation, a modeling project or something similar. Regardless of the type of research/project, it's important that it represents new work that is unique to you and is not a review article in which you summarize the work of others. You can use a current research/project you are working on alone, an independent study project, or a project you are working on with others. Research and projects completed at university or during co-ops/internships are also eligible. Material must be able to be viewed by all conference attendees and should not contain any company/institution proprietary information unless it has been cleared for public viewing by appropriate parties.

Lightning Talk Presentation
Lightning Talk presentations must include a PowerPoint presentation placed on a USB Flash Drive as the internet is unreliable. all presentations should be in English. By presenting a lightning talk presentation, finalists gain experience on presenting at a conference to a technical audience and receive direct feedback from other women engineers on their research

Lightning Talk Guidelines
Lightning talks are short 10-minute presentations followed by 3 minutes for question and answers. Collegiate Competition finalists present with two other finalists within a 45-minute session. Times for the presentation will be sent at the time of notification of finalists. Time limits will be strictly adhered to.