TAMU Engineering Project Showcase

TAMU Engineering Project Showcase Guidelines – Spring 2014

Showcase Presentation: April 25th, Noon to 4:00 pm – Reed Arena
Electronic Copy of Poster File Due (ppt, word, pdf): April 22th by 11:59pm to engineeringshowcase@tamu.edu in order to be considered for inclusion in judging

I. Goal
Bring exposure to Engineering design projects that exist in and between Departments to inspire Industry Sponsors, Students, Faculty, and Staff

II. Attire: Business Casual

III. Showcase Session Details (Friday, April 25th, 2014, Reed Arena)
   a. Tentative Schedule:
      • 9:00 am – 11:30 am Check-In and Setup – Enter via Loading Dock
      • 10:00 am Potential Prejudging if required
      • Noon Welcome Remarks
      • 12:15 Showcase Starts And Judging Begins
      • 3:30 pm Closing Remarks and Awards Presentation
      • 4:00 pm – 5:00 pm Removal of All Material
   b. You will receive your specific table number during check-in at the Loading Dock
   c. Cardboard backing, pins/clips will be provided to help mount and display the poster
   d. No chairs will be provided. Presenters should stand in front of their table throughout the Showcase unless physically unable to do so. It is anticipated that team members will trade off during the Showcase.

IV. Project Judging and Awards
   a. Awards
      • Capstone - Each department will select its top projects to be submitted to the overall Showcase top 1st, 2nd and 3rd place. Also, Departments will be selecting their top project for a Department award.
      • Aggie Challenge – overall top 1st, 2nd and 3rd place
      • Undergraduate Research – overall top 1st, 2nd, and 3rd place
      • Student Competition Teams – overall top 1st, 2nd, and 3rd place
      • TEES Awards – Project Most Likely To See Commercialization or Project Making The Most Impact
   b. Judging based on your:
      • Project and Poster
      • Oral delivery/presentation
      • Overall research and/or development
   c. Awards (1st, 2nd, and 3rd) given to the students with the highest ratings in each category

V. Deadlines
   a. Registration Form Submission Deadline March 23, 2014 before 11:59 pm
   b. Electronic Poster Submission April 22, 2014 before 11:59 pm
   c. Participation April 25, 2014
**TAMU Engineering Project Showcase**

**Project and Poster Guidelines**

**I. Presentation Objectives**

a. Prepare a brief talk to give to those who visit your project – with particular attention to demonstration of prototypes if you have them

b. Posters and prototypes should stimulate discussion; cover the key points of your work

c. Prototypes are the best way to generate interest and understanding of your project

d. Audience will read abstract and conclusion/discussion most closely

e. **Students are responsible for the cost of printing the poster**

**II. Recommended Poster Guidelines and Content** (consult mentor for advice; see attached Poster Guideline)

a. Dimension Range:
   - 30” (min) - 48” (max) tall by 40” (min) - 48” (max) wide

b. Use text, charts, pictures, diagrams, and/or figures to describe your work

c. Heading:
   - Project Title, Your Name, Research Mentor(s)/Professor(s) Names, Industry Sponsor Company, Department

d. Sections:
   - Objective/Purpose, Methodology, Results, Discussion, Conclusions (if you have not yet achieved results, explain the status of your project using the best results you have), and Acknowledgements (optional)

e. Text:
   - Font must be large enough so that words can be read from 3-4 feet away
   - Recommended fonts are Times New Roman, Arial, or Helvetica as they are easy to read. All text should be at least 20-30 pt
   - Use bold on headings. Headings should be at least 30-40 pt

f. Layout:
   - Place the information on the poster board so that the movement of the eye is natural
   - Ask your faculty mentor and other students to review it for clarity

**III. Prototypes**

a. Are the best demonstration of your project and will generate the most interest

b. Attempt to keep the display of your prototype to the top of the table, but if needed, additional space can be provided

c. No overly loud sounds will be allowed. These can detract from other projects and will limit discussion

**IV. Resources**


b. Penn State University (http://writing.engr.psu.edu/posters.html)

c. University of North Carolina (http://gradschool.unc.edu/student/postertips.html)


e. Penn State Learning Factory Design Showcase (http://www.lf.psu.edu)

f. Georgia Tech Capstone Design Expo (http://www.capstone.gatech.edu)

g. Ohio State Senior Engineering Capstone Showcase (http://www.eeic.osu.edu/capstone/capstone-design-showcase)
Printing Locations and Contact Information

Note: The term “maximum width” is used to describe the dimension that is limited by the size of the printer. Depending on how you orient your poster, this dimension could actually be the length.

FedEx Office - Located on University Dr. across from the Northside Parking Garage near the intersection of Asbury St. (Contact no. 979-846-8721)
- Black/White Printing – Maximum width of 36”
  - $0.75/square foot, prints on a thinner paper
- Color Printing – Maximum width of 60”
  - $7.25/square foot on matte paper
  - $12/square foot on glossy paper
- Lamination - $3/square foot (can only be laminated up to a width of 36”)
- Average turnaround time for poster printing/lamination - 24 hours.
- If you want to print a poster larger than their maximum size, they can send it to their other printing facility but it will take about 3 days.

Copy Corner – Located at the corner of Texas Ave. and Manuel Dr. (Contact no. 979-694-COPY)
- Black/White Printing – Maximum width of 60”
  - $5/square foot to print in black on color printer
  - $0.25/square foot to print on engineering printer (may not be suitable for printing a lot of high-quality graphics; only suitable for wording)- Maximum 36”
- Color Printing – Maximum width of 60”
  - $8/square foot –Bond
- Lamination - $2/square foot for gloss; $2.50/ for satin
- Average turnaround time for poster printing/lamination is 24 hours.

Copy Max – Located inside Office Max at Harvey and George Bush East (Contact no. 979-695-9393)
- Black/White Printing – Maximum width of 36”
  - $0.65/square foot
- Color Printing – maximum width of 48”
  - $5.99/square foot on matte or glossy paper
- Lamination – $4.50/linear foot – maximum width of 24” for 5mm
- Average turnaround time for poster printing/lamination is 24 hours.

Student Computing Center (SCC) – Located next to Evans Library/Annex (Contact no. 979-845-8306)
- Black/White/Color – Maximum width of 40”
  - $3.25/square foot on regular paper (charged to your student account)
  - $3.50/square foot on glossy paper (charged to your student account)
- No laminating service available.