

### **2011 SCIENCE AND EDUCATION SYMPOSIUM:**

On **Friday, July 29, 2011**, scholars (except those interning in Silver Spring) who did not choose to travel directly to Silver Spring from the internship site, will travel home first to drop off their personal belongings before traveling to Silver Spring, MD. On Sunday, July 31, 2011, **all scholars** will travel to Reagan-Washington National Airport. Regis and Associates will make all travel and hotel arrangements. Bus transportation will be available to transport scholars from the airport to the Crowne Plaza Hotel in Silver Spring, MD. A schedule of bus pickup times and locations will be provided prior to your arrival in Washington, DC.

**All scholars** will present a summary of their project from **August 2-4, 2011**, in the NOAA Auditorium and Science Center, in Silver Spring, Maryland. Scholars will present a summary of their project results to the NOAA scientific community at NOAA Headquarters in Silver Spring, MD, as an oral or poster presentation. **Scholars and their NOAA mentor will decide which format best suits their project and the mentor should submit that information to [StudentScholarshipPrograms@noaa.gov](mailto:StudentScholarshipPrograms@noaa.gov) by **Friday, July 8, 2011**, along with the title of the project and the session category.** In the past, projects were assigned to sessions based on the Line Office organizations. This summer, projects will be assigned to sessions according to NOAA's Goals and Enterprise Objectives (see dropdown list under Strategic Plan) found at: <http://www.ppi.noaa.gov/ngsp/goals/>. **Which session category (NOAA's Goals) should your project be assigned to? Discuss with your mentor.**

If a scholar started their summer internship late, they will return to their NOAA site after the Symposium to complete the remaining time left in the summer internship.

### **POSTER OR ORAL (POWERPOINT) PRESENTATION:**

**All Scholars** are required to present either an Oral (PowerPoint) presentation or Poster. **All scholars must submit an abstract of their oral presentation or poster to [StudentScholarshipPrograms@noaa.gov](mailto:StudentScholarshipPrograms@noaa.gov) by **Friday, July 15, 2011**.**

If the scholar presents a poster, a **Poster Project Report** (refer to Poser Information Packet) is also required and must be **submitted by July 22, 2011**.

The abstracts and Poster Summary Reports will be distributed to the judges prior to the Symposium. The abstract should briefly describe the project in one paragraph and not exceed 1/2 page. The Poster Project Report should not exceed 10 pages. Judging criteria is attached for the oral and poster presentations--please review.

**The oral presentations** (see attached format) will be held at four separate, concurrent venues. The attached PowerPoint presentation format is merely a guide but you may be creative. Each student presentation will last no more than 15 minutes which includes 3 minutes for questions and answers. On **Monday, August 1, 2011, at 9:00 a.m., all scholars must report to the NOAA Auditorium and Science Center** (1301 East West Highway, Silver Spring, Maryland) **to load their final PowerPoint presentation**, and to allow our IT Team time to check the audio/video links and graphics in each presentation. **Please bring your presentation with you on a USB flash drive. Scholars will not be allowed to load or make changes to presentations on the day they are scheduled to present.** If you presentation will include

video, you must use wmv (windows media video) or mpeg file format. If your presentation will include sound, you must use Wave or mp3 file format.

**Poster presentations** (refer to poster information packet) will be held in the NOAA Science Center. **Scholars must bring their poster with them**, as time will not allow scholars to print posters while in the Silver Spring complex. **All posters will be setup on Monday morning, August 1, 2011, from 9:00 a.m. until 12:00 p.m.** in the NOAA Science Center. The judges will begin informally viewing the posters Monday afternoon. Scholars will present their poster to the judging committee and the entire symposium on Wednesday, August 3, 2011, from 1:00 p.m. - 4:30 p.m. Posters should be no larger than 42" height x 30" wide (portrait-size, not landscape). Scholars will be reimbursed by Regis for the cost of printing the poster, provided you have a receipt.

The schedule of presentations will be e-mailed to scholars and mentors by July 22, 2011.

Lunch will be provided daily in the NOAA Science Center. Please submit special dietary restrictions to [StudentScholarshipPrograms@noaa.gov](mailto:StudentScholarshipPrograms@noaa.gov) by July 22, 2011, put dietary restrictions as the subject line in the e-mail.

Sincerely,  
Chantell Haskins, Victoria Dancy, and Sandra Sarvis  
NOAA Student Scholarship Programs Team  
1315 East West Highway, SSMC3  
Silver Spring, Maryland 20910  
(301) 713-9437 x150

**Attachments (located at Hollings and EPP website):**

- 1) 2011 PowerPoint Presentation Format**
- 2) 2011 Poster Information Packet**
- 3) Presentation-Judge Scoring Sheet 2011**
- 4) Poster-Judge Scoring Sheet 2011**
- 5) Abstract Format**