

Undergraduate Research Conference 2017

Poster Printing Instructions

We look forward to your participation in this year's Undergraduate Research, Scholarship & Creative Activities Conference. We are very excited to work with you on one of the biggest and best conferences ever!

Poster presenters who would like to have the URC print their posters for free are required to have their poster presentations uploaded to SmartSite in PowerPoint or PDF format by **Monday, April 17, 2017 no later than 11:55 p.m.** The computer being used at the URC to print posters is a PC with Microsoft Office 2010. **Please be sure to label your file "Lastnm_Firstnm" (i.e. Clark_De).**

Once your poster is printed, you will receive an email from Dee Clark, URC Program Assistant, requesting you to pick up your poster from the Undergraduate Research Center, 2300 Student Community Center.

Please keep the following in mind:

- **The size of your poster must have dimensions of 36" x 48"** (landscape or portrait).
- **Upload your poster either in PowerPoint or as a PDF.** At this time, we don't have the capacity for other software programs.



- **Only one poster printing per person.** Be sure to proof your poster THOROUGHLY and be sure that your faculty sponsor has seen and approved your poster before turning it in to us. We will not be able to reprint posters if there is an error.
 - **Posters will not be laminated.** You are welcome to do so at your own expense.

- Because computers have varying displays, your poster may print differently than how it appears on your monitor.

If you have any questions, please contact Dee Clark, Program Assistant, Undergraduate Research Center, by emailing deec Clark@ucdavis.edu.