

Celebration of Scholarly Achievement & Community Engagement

Poster Presenters

Thank you for participating in this year's Celebration of Scholarly Achievement & Community Engagement (CSACE) Poster Session! Please review the important instructions below to ensure a smooth experience.

Before the Event

Free Poster Printing

- **Posters submitted** by **March 27 at 5:00 PM** will be printed for free.

Do Not Pick Up Your Poster at the Printer

- Please do not contact or visit the printer.
- All posters will be delivered to the **Student Fitness Center** and hung for you on **April 8 between 3:00–6:00 PM**.

Certificates and Supplies

- Your participation certificate will be attached to the back of your poster board.
- A Ziplock bag will be provided for collecting clips and pushpins after the event.

Check-In and Set-Up (Student Fitness Center)

Set-Up Times

- **Wednesday, April 8:** 2:00–6:00 PM
- **Thursday, April 9:** 8:00–11:00 AM

Upon Arrival

- Access the **Presenter Directory** and find your assigned poster position.
 - Verify that your poster is already hung.
 - If you printed your own poster, pin it to your assigned board.
 - Do **not** move to a different poster position.
 - Pick up your event T-shirt (optional).
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Day of the Event (8 –11:50 AM)

- Visit the **check-in table** in the lobby to make your name tag.
 - Pick up your **Presenter Bingo stickers** for the **new activity this year (see below)**.
 - Grab a boxed lunch (first-come, first-served).
 - Be at your poster by **12:00 Noon**.
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After the Poster Session (Ends at 2:00 PM)

- Remove your poster and take it with you.
 - Place all clips and pushpins in your Ziplock bag (check the floor as well).
 - Bring your poster board, easel, and Ziplock bag to the **front-right side door of the gym**.
 - Volunteers will be available to assist.
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Questions

If you have any questions, contact:

Michele Favoretto — favormi@udmercy.edu

We look forward to seeing your work on display!

Presenter Bingo – New at CSACE!

As part of this year's **Celebration of Scholarly Achievement and Community Engagement (CSACE)**, Presenter Bingo is being introduced to encourage engagement across all colleges and schools.

What Is Presenter Bingo?

- Student attendees will receive bingo cards as they enter the event.
- Students will be encouraged to visit presenters from different colleges and schools.
- After a brief conversation, presenters will give the attendee **one sticker** confirming the interaction.

What We Need From You as a Presenter

- Engage with attendees who visit your poster or presentation.
- After a brief conversation, place **one sticker** on their bingo card.
- Provide **only one sticker per attendee per interaction**.

Tips for Success

- Prepare a short **1–2 minute overview** of your project.
- Invite attendees to participate (e.g., “Would you like to add this to your bingo card?”)
- Keep interactions welcoming and conversational.

Why Presenter Bingo?

- Increase visibility for presenters across all disciplines.
- Encourage attendees to explore a diverse range of scholarly work.
- Create a more interactive and supportive event environment.

Questions About Presenter Bingo?

Contact: **Sarah James** — jamesa@udmercy.edu

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