
21st Annual James F. Jakobsen Graduate Conference

Sponsored by The University of Iowa Graduate Student Senate & The Graduate College

March 30, 2019

<http://jakobsen.grad.uiowa.edu>

General Submission Guidelines:

- Biological & Health Sciences
- Math, Physical, & Engineering Sciences
- Creative Works: Arts Research Portion*
- Other Professionals
- Gender, Women, and Sexuality Studies
- Social Sciences and Education
- Humanities

**The visual or audio portion of Creative Works has different guidelines which are separate from the general guidelines.*

Thank you for your interest in submitting your work to the Jakobsen Graduate Conference. The following pages will provide you with the necessary information for you to complete the submission process.

Having your work judged by faculty members is **optional**. You may present your work at the Jakobsen Graduate Conference and not have it judged, if you so choose. In that case, the only requirement is to submit your abstract in the electronic application. However, please be aware that you will not be eligible for any of the cash awards.

In addition to the annual Jakobsen Conference paper awards, additional themed prizes will likely be announced at a later date. The Jakobsen Conference Committee will contact you if your paper qualifies for submission to a themed prize.

If you want your work to be judged, please be aware that all judging materials must be received by **February 1, 2019 at 11:59 pm** to be eligible for cash awards. In addition to an abstract, please be prepared to upload a full version of your paper online during the submission process if you are electing to have your work judged.

All graduate students who submit to the conference will be accepted. Please be prepared to present your work on March 30, 2019. We will contact you in the middle of March with your session time and room in the IMU. If you have any questions, please contact the conference chair at ryan-stoldt@uiowa.edu.



Jakobsen Conference Committee Chair:
Ryan Stoldt, Department of Journalism and Mass Communication
ryan-stoldt@uiowa.edu

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Important Links

Application information: <http://jakobsen.grad.uiowa.edu>

Electronic Submission: https://uiowa.qualtrics.com/jfe/form/SV_2coplXAs67jc2Cp

Instructions:

The following materials must be submitted by the submission deadline. All submissions, regardless of whether you wish to be judged, require the following:

1. Complete online application.
2. Submit an abstract. This is both completed in a form on the application and uploaded with the online application.

Abstract/Paper Formatting Requirements:

The abstract will be printed in the conference program. The following formatting requirements must be followed:

- REMOVE ALL identifying information from your written work.
- Explain your research in a manner that is understandable to anyone outside of your specific discipline.
- Abstracts should be limited to roughly 200 words or fewer

Additional Requirements for Judged Papers

If you are planning on submitting your **paper to be judged**, you will need to follow these additional guidelines. Submissions not meeting these page requirements will not be judged.

- The written portion of your paper should be no longer than 10 pages. Papers over 10 pages of written text will not be judged.
- Use 12-point font, double-spaced, 1-inch margins on all sides, and page numbers in the footer.
- Figures should NOT be incorporated into the written portion of your paper. You are allowed up to 2 additional pages for figures (graphs, images, charts, etc.) including appropriate legends.
- References are allowed 1 additional page.
- Maximum page count is 13: 10 pages written text + 2 pages figures + 1 page references.

Quick Checklist for Your Submission:

To Present (but not be judged):

1. Electronic Submission
2. Abstract

To Present and Have Your Paper Judged:

1. Electronic Submission
2. Abstract
3. Full written paper



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Judging Criteria for Paper Submissions

Section 1: Introduction/Foundation/Approach

A. Problem/Significance/Thesis

- Identifies problem, issues clearly
- Established importance, significance of research topic
- Clearly defines hypothesis/thesis

B. Literature Review/Theoretical Framework

- Author uses credible, scholarly sources
- Provides appropriate, relevant background for current study
- Identifies authors/theorists for precedent

Section 2: Methodology/Technique

A. Procedure/Technique

- Describes methodology/technique/procedure in sufficient detail to evaluate the results reported

B. Procedures/Materials

- Appropriate methodology/design/technique chosen (defendable if not standard)
- Defines key terms/materials/apparatus used in research
- Describes population if appropriate

Section 3: Results/Discussion

A. Presentation of Results

- Results are clearly stated or clearly plotted graphically
- Results are explained in manner that should be clear to an educated layperson

B. Outcomes/Findings

- If statistical analyses used, they are appropriate and clearly defined
- Findings clearly follow from methods used
- Results clearly address the hypotheses stated

C. Interpretation

- Author related results to any points raised in introduction
- Author addressed any failed predictions

D. Implications

- Author discussed implications of findings to discipline/field/practice
- Author linked findings to future study/extensions of research



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Section 4: Writing/Presentation Style

A. Writing/Presentation Style

- Author presented work in a clear and easy-to-follow style
 - Author used appropriate punctuation, spelling, and sentence structure
 - References are cited clearly and in a style commensurate with discipline standards
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Additional Suggestions for Submissions

Faculty members will judge each submission. Please be aware that while we will attempt to find the best judges for your submission the faculty members reading your materials **may not** have a background in your particular area of study. The submission will be judged on the criteria presented in the information above. It is strongly recommended that your paper follow the submission criteria as closely as possible.

Presentation at the Conference

You will be receiving the schedule for presentation of your talk or poster the middle of March. **You WILL NOT be judged during the day of the conference.** However, audience members will have the opportunity to provide you with written feedback. Oral presentations are 15 minutes in duration. This allotted time **INCLUDES** time for questions if you so choose. An in-room moderator will ensure all presenters follow the 15-minute time limit. Dress for this conference is business casual.



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