

## Poster Submission Procedure

Deadline: **12:00 pm, Friday, April 5, 2024**



Undergraduate Research funds will cover the cost of one (1) 24”x 36” poster for each presentation.

1

Prepare your poster and save the file in PDF file format.

2

Name the file with name of first author(s) and poster size:  
emmaperez\_24x36.pdf OR joe\_miller\_24x36.pdf

Do not submit a poster with a file just named “poster.”

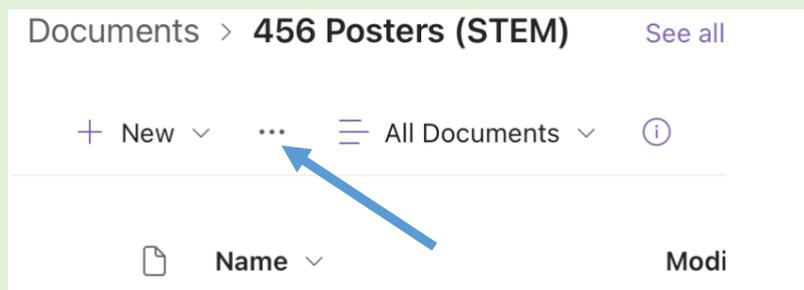
3

Go to the SharePoint site “RICE Day Poster Printing” via the following link:

[RICE Day Poster Printing Link](#)

4

Open your discipline specific poster. Click on the three dots as marked in the image below.



5

Choose Upload: Files and upload your poster PDF.