TCU College of Education Research and Pedagogy Festival
Poster Submission Checklist for Students

This checklist is designed to facilitate a conversation between students and faculty mentors about the readiness of posters for submission to the festival. Students are responsible for ensuring that all items on this checklist are satisfied. Please submit a complete and signed copy of this form with the poster submission.

Questions for Students	Yes	No
Have you had a conversation with your faculty mentor about whether your poster presents all steps of your research study or pedagogical or counseling practice in a comprehensive and easy to-follow manner?		
Have you had a conversation with your faculty mentor about whether or not your poster adequately addresses limitations and presents implications of your work?		
Are you prepared to add a short audio clip explaining your work that will be recorded upon approval of your poster by your faculty mentor and the RPF committee? (Why was this topic of interest? What did you find? Why is your study/project important? What did you learn from this process?)		
Have you anticipated questions that others may ask about your work and thought about how you will answer those questions?		
Have you proofread your poster for spelling and grammatical errors?		
Can someone viewing your poster in the online format read all fonts and graphics?		
Have you checked your poster to make sure all literature, graphics, and photographs are appropriately cited and used with correct permissions?		
Have you included an informative title on your poster?		
Have you included your full name, degree program, and your faculty mentor's full name on your poster?		
Is the work you are presenting affiliated with the work of any of TCU's College of Education centers or institutes? *If "yes," note it on your poster.* Andrews Institute ANSERS Institute Center for Public Education		

Faculty Mentor Signature:

_____ Date: _____

Student(s) Signature(s):

_____ Date: _____