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Spring Student Showcase for Research and Creative

Inquiry

April 22-24, 2020

What you need before you begin:

- Title
- Author(s) Names and Email Address(es)
- Abstract
- Files*
- Links to videos (if applicable)

Files

- Digital Commons supports many different file types including .mov, .mp4, .jpeg, .png, .pptx, .docx, .xlsx, etc. If you have questions about file types, contact [Hope D. Alwine](#) or [Mark Hamilton](#) for more information.
- Recommendation for Word documents and PowerPoint slides – convert them to PDF to make them available for download within Digital Commons.



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2020 SPRING STUDENT SHOWCASE FOR RESEARCH AND CREATIVE INQUIRY

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STUDENT SHOWCASE FOR RESEARCH AND CREATIVE INQUIRY

Submission Agreement

Follow the instructions below to submit to *Student Showcase for Research and Creative Inquiry*. You will be notified shortly regarding the suitability of your submission for the series/journal.

Before submitting, please read all relevant policies and/or submission guidelines.

The submission process consists of the following steps:

1. Read and accept the Submission Agreement below
2. Provide information about yourself and any co-authors
3. Upload your electronic file, if any, and associated files

NOTE: It is suggested that you print this page for your records.

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STUDENT SHOWCASE FOR RESEARCH AND CREATIVE INQUIRY

REQUIRED Event Title

Enter Title of Event

REQUIRED Presenter Information

Search For An Author Using: Last Name, First Name, Email, or Institution

1

(alwinehd@longwood.edu) Hope Alwine



Title

To help with organization in Digital Commons, the administrators are asking faculty to put a course number (example ENGL 255) before the title of the student's project. Completing this will help group the presentations together in the separate project categories within Digital Commons. If your student is doing something separate outside of a course, you may disregard the course number requirement.

Example: ENGL 255: Literary Analysis of *The Adventures of Tom Sawyer* by Mark Twain



Author(s)


Digital Commons will automatically enter in your name and email as the author — you can either delete that entry or select the text and type over it. You can add authors using the green plus in the lower right-hand corner on the author box. Be sure to input their email address as this is how they will receive the email with the URL for their project.

Red X to delete an author and
pencil to edit the author

REQUIRED Presenter Information

Search For An Author Using: Last Name, First Name, or Institution

1	(digitalcommons@longwood.edu) Sample Account, Longwood University	 
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Click to add authors

Project Category, Presentation Type, Discipline, and Description

- Project Category: Refers to the Longwood department or program. Please select the one that applies to your student's project.
- Presentation type: Most projects will have multiple components but select the main portion of the project. For example, if a student is giving a presentation of a poster, select Poster as the presentation type. If you are unsure, please select other.
- Discipline selection: This is how Digital Commons will sort it within the greater Digital Commons community. You can select a broad topic or if you wish to be more specific, you can explore the drop downs. Simply click the plus button to see more options.
- The Description field is where you will put the abstract for the project.

Project Category, Presentation Type, Discipline, and Description

Project Category

English

Presentation Type

Presentation

Disciplines

Please indicate the academic discipline(s) that best describes your submission. Click [here](#) to view the complete list of disciplines.

Available:

- + East Asian Languages and Societies
- English Language and Literature
 - Children's and Young Adult Literature
 - Literature in English, Anglophone outside British Isles and North America
 - Literature in English, British Isles
 - Literature in English, North America
 - Literature in English, North America, Ethnic and Cultural

Selected:

English Language and Literature

Select »

« Remove

To expand the discipline, hit the plus.

To minimize, hit the minus.



Links & Files

- There are two ways to upload presentation videos – the student can send the native file (usually .mp4 or .mov file extension) or send a link to an outside host such as YouTube or Vimeo. If it is coming from an outside source, you will simply put the URL in the remote media file box. Then on the drop down, select the source if it is listed and select other if it is not.
- If the student has more than one link, the administrators encourage putting the extra links in the comments box.
- Next is the Full Text of Presentation. If the student has given you the video file and not a link, you will want to select that file here. You can upload their PowerPoint or paper in the additional files (the next field). If the student gave you a link and then a PowerPoint or paper, you will upload the file here.
 - *Note: Word documents and PowerPoints are best converted into PDF format before uploading into Digital Commons*

Linking with YouTube or Vimeo

Streaming Media

To display streaming audio or video with your submission, enter the link to the file below and select the format of the file from the drop-down list.

Enter the link to your remote media file:

<https://youtu.be/VHBxtMWwaCs>

Select media format:

YouTube



Uploading Video

REQUIRED Full Text of Presentation

- Upload file from your computer
- Import file from remote site
- Link out to file on remote site

Please upload the full text of your submission:

messages_0.mp4

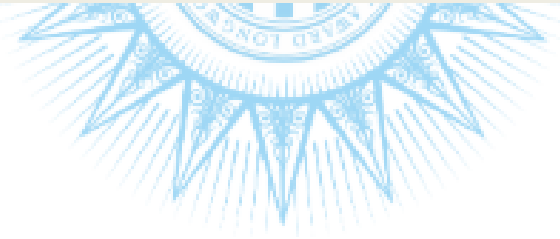
Additional Files

Please check this if you'd like to add additional files

This may take a while. **Please only click once.**

To upload a video directly into Digital Commons, simply upload the .mp4 or .mov file in the Full Text of Presentation field. Digital Commons will convert it automatically.

Successful Video Upload



**You have successfully uploaded:
Functional Model of Lower Respiratory System**

Your multimedia file is now being processed. You will be notified via email when the processing is complete.



Revise submission



Make another submission

✓ Uploaded BBW_200px_banner.jpg

Upload Supplemental Content

If your submission includes supplementary material--spreadsheets, audio clips, or other material that isn't part of the text portion of your work--you can upload it here. If you wish to upload a supplementary file, use the form below to locate the file on your computer.

Click the **Browse** button to upload the file. Repeat this process for each additional file you want to upload. When you are done, click **Continue**.

Upload a new file: No file chosen

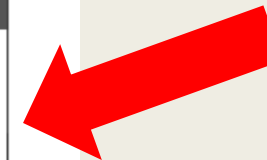
Filename	Description	Upload new version	Sort	Show
BBW_200px_banner.jpg	<input type="text" value="Banned Books Banner"/>	<input type="button" value="Choose File"/> No file chosen	<input type="text" value="1"/>	<input checked="" type="checkbox"/>

Checked items will appear with the published event.

Please click the **Continue** button once after you've attached your supplemental files.

Additional File(s)

Make sure the files are checked and be sure to hit save! After you save, then you can hit the Continue button.



Success!

You have successfully uploaded into Digital Commons!

If you have revisions that need to be made immediately for typos or small mistakes, you may Revise Submission.

If you have more projects, you can Make another Submission and you will bypass the Submission agreement and be returned to a fresh submission page.

STUDENT SHOWCASE FOR RESEARCH AND CREATIVE INQUIRY

You have successfully uploaded:
ENGL 255: Literary Analysis of "The Adventures of Tom Sawyer" by Mark Twain

 Revise submission

 Make another submission

Submission Metadata

Metadata Field	Value
Event Title	ENGL 255: Literary Analysis of "The Adventures of Tom Sawyer" by Mark Twain
Presenter Information	Suzzy Quentin, Longwood University
Discipline Type	English
Presentation Type	Presentation
Disciplines	English Language and Literature Literature in English, North America
Description	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.
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