

ABSTRACT APPROVAL VIA

OUR*Connect*

PURDUE'S UNDERGRADUATE RESEARCH PORTAL

A HOW-TO GUIDE FOR MENTORS

Last Updated: June 2024

OURConnect is the abstract submission and approval platform. This guide will share the proposal review functionality of the conference portal.

Go to: purdue.edu/undergrad-research/ourconnect/

STEP 1: LOGIN OR CREATE AN ACCOUNT

Click "Login" and either sign in with BoilerKey or create an account to login
If you have an @purdue.edu email, login via BoilerKey.

PURDUE UNIVERSITY | Office of Undergraduate Research

OURConnect LOGIN

Part of Purdue University?

Purdue University can use your network credentials to login to OURConnect. Continue to login through Purdue.

Continue

If you are not a part of Purdue University, continue to log in with your OURConnect account.

Not a part of Purdue University

STEP 2: ENTER THE CONFERENCE PORTAL TO REVIEW PROPOSALS

Click "Conference" and then "My Proposals."

New proposals are submitted through the "New Proposal" link.

PURDUE UNIVERSITY | Office of Undergraduate Research

OURConnect CONFERENCE ACCOUNT LOGOUT

New Proposal

My Proposals

OURConnect, Purdue's undergraduate research and mentoring application system... research mentors with open opportunities. OURConnect is divided into undergraduate research programs that students can apply into and individual research opportunities with research mentors.

STEP 3: REVIEW “MY PROPOSALS”

Submitted proposals are visible on OURConnect to all individuals with a role. Click on the Title to review, update, and approve. Click on a name to send them an email. Only the primary mentor can approve the presentation. *Note the “Test Application” has the same person as the primary presenter and mentor with the “My Role” column indicating this, too.*

OURConnect CONFERENCE ACCOUNT LOGOUT

New Proposal
My Proposals

My Proposals

You are participating in these presentations

Show 10 entries Search:

Submitted at	Presentation ID	Title	Primary Presenter	Primary Mentor	Updated at	My Role	Status
Jun 17, 2024 01:24 pm	2024-6	Test Application	James J Sadler	James J Sadler	Jun 17, 2024 01:29 pm	Mentor, Presenter	Mentor approved

Showing 1 to 1 of 1 entries Previous 1 Next

COLUMN TITLES FOR SUBMITTED PRESENTATIONS

“Submitted at”: *When the proposal was first saved/submitted.*

“Presentation ID”: *System-generated number for quick reference.*

“Title”: *Title of the presentation; click to update the submission.*

“Primary Presenter”: *Lead author of the presentation; can update information.*

“Primary Mentor”: *Lead mentor (faculty/staff); can update information; only one who can approve the presentation to be delivered.*

“Updated at”: *When the proposal was last updated.*

“My Role”: *Your contribution for the presentation.*

“Status”: *The current status of the proposal.*

STEP 4: REVIEW SUBMITTED PROPOSALS

Review and update information. Fields with a red asterisk are required. Do not update format or availabilities without confirming with the presenters as this affects the information we use to schedule the presentations.

Title *

Abstract * Please limit responses to 250 words.

CHECK BOX FOR THE ABSTRACT TO BE AVAILABLE ON THE CONFERENCE WEBSITE. OTHERWISE, THE ABSTRACT WILL BE REDACTED.

Click here if you have confirmed with your primary mentor that your project abstract can be published in an online abstract booklet.

Keywords

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Format *

Poster Availability *

- July 25, 2024 9:00 - 10:00am
- July 25, 2024 10:30 - 11:30am
- July 25, 2024 12:00 - 1:00pm
- July 25, 2024 1:30 - 2:30pm

Presentation Type *

Research Talk Availability *

- 9:00 - 10:00am
- 10:00 - 11:00am
- 11:00 - 12:00pm
- 12:00 - 1:00pm
- 1:00 - 2:00pm
- 2:00 - 3:00pm
- 3:00 - 4:00pm
- 4:00 - 5:00pm

**IN-PERSON &
VIRTUAL FORMATS
AVAILABLE**

CATEGORIZATION

Discipline *

OTHER INFORMATION

Summer Program

If this project is part of a current Purdue summer undergraduate research program, select the program it is affiliated with.

Funding

If applicable, please list any undergraduate research program that partially funded this project. For example, *Dammon, The Data Mine, DUIRI, EPICS, HHMI, HHS REACH, LSAMP, MASI, NSF, OUR Research Grant, OUR Scholars, Purdue Summer Stay, SROP, SURF, Undergraduate Research Scholarship, URSA, USDA, VIP, WILKE, etc.*

Publishing

Check here if you are interested in learning more about publishing in the **[Journal of Purdue Undergraduate Research](#)**.

PARTICIPANTS

Before identifying undergraduates involved in this project, please become familiar with the university policy on **[Authorship of Scholarly Works](#)**. Specifically:

- Accuracy of authorship attribution is paramount to scholarly integrity and maintaining the public trust in the research and scholarship generated from Purdue University. Attribution of authorship is as critical to the integrity of the publication record as the reported methodology, interpretation or conclusions.
- Inaccurate identification of authors harms the participating scholars and the credibility of the research and the institution.
- This standard affirms the University's commitment to research and scholarship integrity as represented by listed authors and associated acknowledgement sections. This standard and its requirements are rooted in, and informed by, Purdue's overarching Statement of Integrity and Code of Conduct.
- At Purdue University, substantial contribution to a work that deserves credit as an author requires both material participation and intellectual contribution. Credit for a co-author is expected when an individual both materially participates in a research project and provides intellectual contribution for which a resulting publication would suffer if it were lacking.
- Acknowledgements may be used to denote contributions to the work that do not meet the criteria of authorship, such as supporting the study, general mentoring, acting as study coordinator or research technician, and other related auxiliary activities.

Presenters must also abide by the **[Purdue Statement of Integrity and Code of Conduct](#)**.

Undergraduate presenting authors: List first each UG student who deserves authorship credit for this presentation and will be presenting this work at the conference.

Undergraduate contributing authors: Then list each UG student who deserves authorship credit for this presentation but will not be presenting this work at the conference.

Undergraduate researcher acknowledgements: Finally list each other UG student with substantial contribution to the research project, but does not deserve authorship credit for this presentation.

Non-Purdue users must first create an OURConnect account. Be sure to save your work and submit after they create their account.

Use the [?] button to look up and confirm email addresses.

**NON-PURDUE
USERS MUST
CREATE AN
ACCOUNT**

Presenting Authors *

Enter official email Purdue addresses (if available) or existing OURConnect user email addresses.
presenter.

 ? Delete

Add Author

Contributing Authors

Enter official email Purdue addresses (if available) or existing OURConnect user email addresses.

Add Author

Acknowledgements

Enter official email Purdue addresses (if available) or existing OURConnect user email addresses.

Add Acknowledgement

Mentors *

Enter official email Purdue addresses (if available) or existing OURConnect user email addresses.
mentor.

 ? Delete

Add Mentor

**TO "LOCK IN"
A NAME, CLICK THE
[?] BUTTON**

Associated Project

Search for an OURConnect project associated with the listed mentors. Leave blank if no project can be found.

NOT APPROVED

Update and approve

DO NOT APPROVE PRESENTATION

UPDATE ANY CHANGES AND APPROVE

UPDATING PROPOSALS

Primary authors and mentors can update the abstract proposals until a final date communicated by the Purdue OUR when the information is needed to create the schedule.

Any update by the primary presenter, including availability, submitted after approval will require mentor approval again.

STEP 5: CONFIRM "MY PROPOSALS" STATUSES

Confirm statuses of all proposals you are primary mentor for are either "Mentor approved" or "Not approved."

Note the "Mentor approved" status (circled) indicating it has been reviewed and approved to be presented.

OUR Connect CONFERENCE ACCOUNT LOGOUT

New Proposal
My Proposals

My Proposals

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Showing 1 to 1 of 1 entries Previous 1 Next

AVAILABLE STATUSES

Pending: Not submitted for review. (Only seen by application initiators who have not submitted the proposal.)

Submitted: Initially submitted for mentor review.

Mentor approved: Presentation is approved to be delivered.

Presenter updated: Updated by primary author for mentor review.

Not approved: Presentation is not approved to be delivered.

OUR *Connect*

PURDUE'S UNDERGRADUATE RESEARCH PORTAL

RECRUITMENT

POST & MANAGE project administration

SEARCH & APPLY TO research positions

REPORTING

TRACK & RECORD projects over time

COMPLETE undergrad research learning contracts

CONFERENCE MANAGEMENT

SUBMIT & UPDATE presentation abstracts

APPROVE presentations and availability

Login to update your profile to
CONNECT with the possibilities

