

ABSTRACT APPROVAL VIA
OURConnect

PURDUE'S UNDERGRADUATE RESEARCH PORTAL

A HOW-TO GUIDE FOR MENTORS

**CELEBRATE PURDUE'S
THINKERS, CREATORS,
& EXPERIMENTERS**

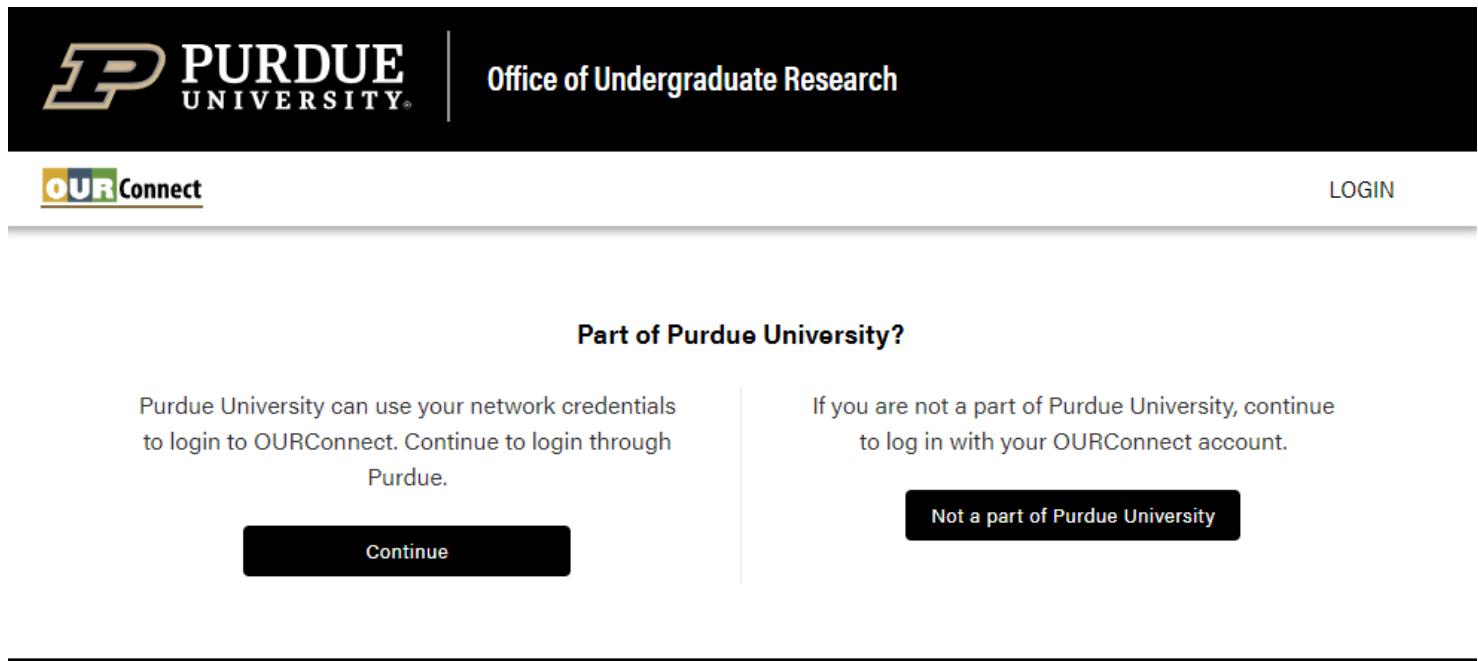
Last Updated: February 2026

OURConnect is the abstract submission and approval platform. This guide will share the abstract 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

OUR Connect [LOGIN](#)

Part of Purdue University?

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

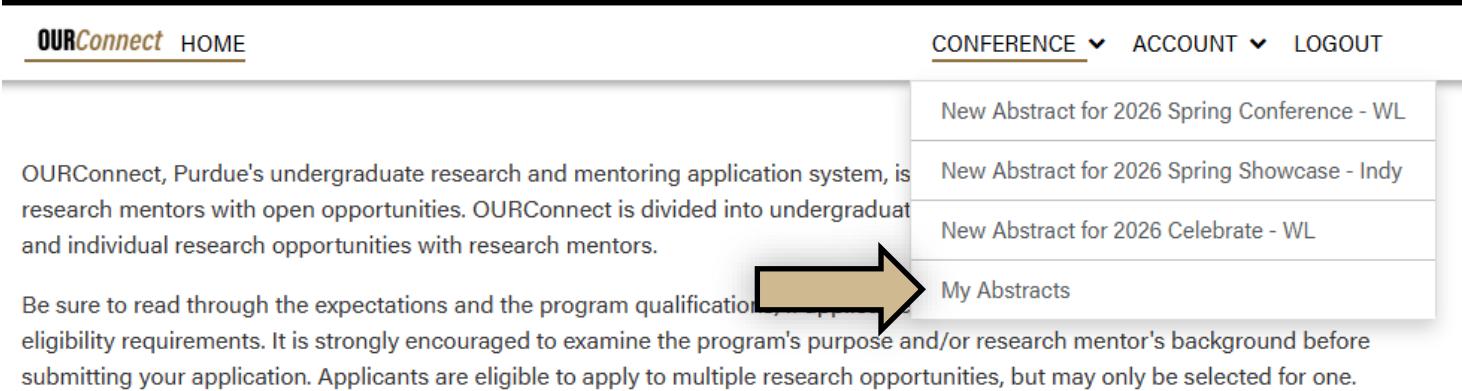
If you are not a part of Purdue University, continue to log in with your OURConnect account.

[Continue](#) [Not a part of Purdue University](#)

STEP 2: ENTER THE CONFERENCE PORTAL TO REVIEW ABSTRACTS

Click "Conference" and then "My Abstracts."

New proposals are submitted through the "New Abstract" links.



[OUR Connect HOME](#) [CONFERENCE ▾](#) [ACCOUNT ▾](#) [LOGOUT](#)

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

Be sure to read through the expectations and the program qualification requirements. It is strongly encouraged to examine the program's purpose and/or research mentor's background before submitting your application. Applicants are eligible to apply to multiple research opportunities, but may only be selected for one.

New Abstract for 2026 Spring Conference - WL

New Abstract for 2026 Spring Showcase - Indy

New Abstract for 2026 Celebrate - WL

My Abstracts

STEP 3: REVIEW "MY ABSTRACTS"

Submitted abstracts 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 presentability.** Note the "Test Application" below has the same person as the primary presenter and mentor with the "My Role" column indicating this, too. This is not possible with the current system.

You are participating in these presentations

You are participating in these presentations							
Show	10	entries	Search:				
Submitted at	Conference	Presentation ID	Title	Primary Presenter	Primary Mentor	Updated at	My Role
	2024-6	Test Application	James J Sadler	James J Sadler			Mentor, Presenter
Mentor approved							
Showing 1 to 1 of 1 entries				Previous	1	Next	

COLUMN TITLES FOR SUBMITTED PRESENTATIONS

"Submitted at": When the abstract was first saved/submitted.

"Conference": Which conference your abstract is submitted to.

"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 abstract submission was last updated.

"My Role": Your contribution for the presentation.

"Status": The current status of the abstract. Can filter based on those that need action such as "Submitted" and "Presenter updated" statuses.

STEP 4: REVIEW SUBMITTED PROPOSALS

Review and update information. Fields with a red asterisk are required.
Do not update availability 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 IF THE ABSTRACT CAN BE AVAILABLE ON THE CELEBRATE WEBSITE. IF NOT, THE ABSTRACT WILL BE REDACTED.

Can we include your abstract in the abstract booklet? *

- Yes, the abstract can be published.
- No, the abstract cannot be published.

Keywords

CATEGORIZATION

Primary Research

Category *

Select the primary category describing the nature of the research experience.

For definitions of categories, please see:

<https://www.purdue.edu/undergrad-research/about/definitions.php>

Academic Review Unit *

Select the college/school at your campus that should review your application.

Go to the [conference's FAQs webpage](#) for guidance.

OTHER INFORMATION

Project Program

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

Funding

If applicable, please list any undergraduate research funded this project.

For example, HHMI, HHS REACH, NSF, OUR Research Undergraduate Research Scholarship, URSA, USDA, etc.



Institutional Focus

If applicable, which Purdue University initiative is your project associated with?

**THESE ITEMS
ARE OPTIONAL**

Publishing

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

PARTICIPANTS

In the following sections, all people related to this proposal need to be identified. Note the following:

- Each person can be identified only once with one role. **Every person must possess either a Purdue account or have an OURConnect account created.**
- If you cannot locate an individual based on their Purdue email, they may have another alias that can be found by searching on the [**Purdue directory**](#).

UNDERGRADUATE STUDENTS (UG)

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 acknowledgment 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.
- Acknowledgments 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**](#).

UG Presenting Authors *

Identify each UG student who deserves authorship credit for this presentation and will be presenting this work at the conference. Abstracts can include up to 4 presenter(s). If you have more, consider submitting multiple abstract submissions.

Enter each person's official email Purdue address (if available) or existing OURConnect user email address. After clicking "confirm" select the primary Purdue location for each person. The first person listed will be the primary presenter.

**ENTER EMAIL,
THEN SELECT THE
LOCATION**

**TO "LOCK IN"
A NAME, CLICK
THE "CONFIRM"**

UG Contributing Authors

Then list each UG student who deserves authorship credit for this presenting this work at the conference.

Enter each person's official email Purdue address (if available) or external email address. After clicking "confirm" select the primary Purdue location for each person.

[Add Student](#)

**AUTHORS AND
MENTORS WITHOUT
A PURDUE EMAIL MUST
CREATE AN
ACCOUNT FIRST**

UG Researcher**Acknowledgments**

List each other UG student with substantial contribution to this deserve authorship credit for this presentation.

Enter each person's official email Purdue address (if available) or external email address. After clicking "confirm" select the primary Purdue location for each person.

[Add Student](#)

MENTORS AND OTHER ACKNOWLEDGMENTS**Mentors ***

Enter each person's official email Purdue address (if available) or external email address. After clicking "confirm" select the primary Purdue location for each person. The primary mentor and will approve the presentation to be delivered.

[Add Mentor](#)

Other Acknowledgments

List any other individual with substantial contribution to this student and not a mentor.

Enter each person's official email Purdue address (if available) or external email address. After clicking "confirm" select the primary Purdue location for each person.

[Add Another](#)

Associated Project

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

**IS A VALID
PURDUE EMAIL NOT
FOUND? CHECK THE
DIRECTORY FOR THE
"ALIAS" TO USE.**

In submitting this abstract, you acknowledge that if a presentation includes more than 4 presenters it will not be eligible for OUR Conference Awards. This includes any changes after the initial submission.

[NOT APPROVED](#)

[Update and approve](#)

DO NOT APPROVE PRESENTATION

UPDATE ANY CHANGES AND APPROVE

UPDATING ABSTRACTS

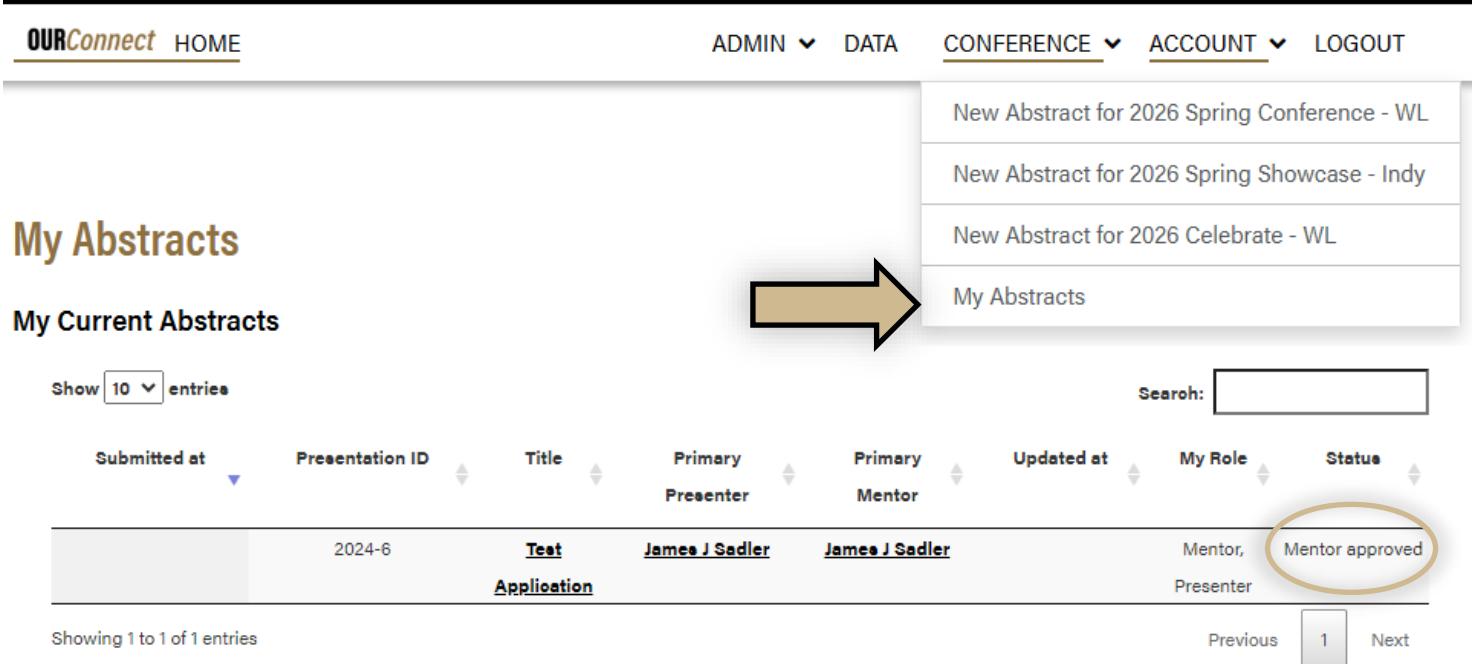
Primary authors and mentors can update abstracts until the final date.

Student updates to the title, abstract, keywords, and participants after approval will require mentor approval again to ensure awareness.

STEP 5: CONFIRM "MY ABSTRACTS" STATUSES

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

Note the "Mentor approved" status (circled below) indicating it has been reviewed and approved to be presented. This is required for all presentations to be delivered.



OURConnect HOME ADMIN ▾ DATA CONFERENCE ▾ ACCOUNT ▾ LOGOUT

My Abstracts

My Current Abstracts

Show 10 entries

Search:

Submitted at	Presentation ID	Title	Primary Presenter	Primary Mentor	Updated at	My Role	Status
2024-6	Test Application	James J Sadler	James J Sadler			Mentor, Presenter	Mentor approved

Showing 1 to 1 of 1 entries

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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.

Withdrawn: Student has withdrawn the abstract from the event.

OURConnect

PURDUE'S UNDERGRADUATE RESEARCH PORTAL

RECRUITMENT

POST & MANAGE project administration
SEARCH & APPLY TO research positions

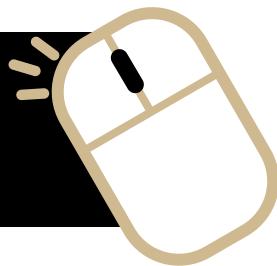
REPORTING

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



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