

ABSTRACT APPROVAL VIA

OUR*Connect*

PURDUE'S UNDERGRADUATE RESEARCH PORTAL

A HOW-TO GUIDE FOR MENTORS

***Purdue's Student Innovation &
Excellence Showcase***

Last Updated: February 2025

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

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 ABSTRACTS

Click "Conference" and then "My Abstracts."

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

OURConnect HOME CONFERENCE ACCOUNT LOGOUT

OURConnect, Purdue's undergraduate research and mentoring application system, is designed to help students find research opportunities with open opportunities. OURConnect is divided into undergraduate research opportunities with research mentors.

Be sure to read through the expectations and the program qualifications, if applicable, before applying. Some research programs have eligibility 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 2025 Spring Conference - WL
- New Abstract for 2025 Spring Showcase - Indy
- 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 the presentation. *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

Show 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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COLUMN TITLES FOR SUBMITTED PRESENTATIONS

"Submitted at": *When the abstract 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 abstract submission was last updated.*

"My Role": *Your contribution for the presentation.*

"Status": *The current status of the abstract.*

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 / Project
Description *

Please limit responses to 250 words.

CHECK IF THE ABSTRACT CAN BE AVAILABLE ON THE CONFERENCE 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

Poster Availability *

Poster Session: April 24, 2025 the Campus Center in Indianapolis, Room 450

- 10:30am - 12:00pm
 1:30 - 3:00pm

Experiential Education *

What experiential education type is the project you are presenting? Select all that apply. For definition of these types, please see:

<https://exed.purdue.edu/about/about.php>.

- Undergraduate research and scholarly projects
 Service-learning
 Work-integrated learning
 Scenario-based learning
 Client-based applied projects
 Intercultural/travel learning
 Engaged campus experiences

**SELECT ALL
THAT APPLY**

Primary Project Category *

Select the primary category describing the nature of the experience. For definitions of categories, please see: **<https://www.purdue.edu/undergrad-research/about/definitions.php>.**

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 funding that supports this project.
For example, HHMI, HHS REACH, NSF, OUR Research Grants, Purdue Undergraduate Research Scholarship, URSA, USDA, etc.

Publishing Check here if you are interested in learning more about publishing in the **Journal of Purdue Undergraduate Research**.

**PROGRAMS
HAVE MULTIPLE
PROJECTS AND
MENTORS**

UNDERGRADUATE STUDENTS (UG)

UG Presenting Authors * Identify each UG student who deserves authorship credit for this presentation and will be presenting this work at the conference.
Enter official email Purdue addresses (if available) or existing OURConnect user email addresses. The first person listed will be the primary presenter.

UG Contributing Authors Then list each UG student who deserves authorship credit for this presentation and will be presenting this work at the conference.
Enter official email Purdue addresses (if available) or existing OURConnect user email addresses.

UG Researcher Acknowledgments List each other UG student with substantial contribution to the research but who does not deserve authorship credit for this presentation.
Enter official email Purdue addresses (if available) or existing OURConnect user email addresses.

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

**USERS WITHOUT
A PURDUE EMAIL MUST
CREATE AN ACCOUNT**

MENTORS AND OTHER ACKNOWLEDGMENTS

Mentors * Enter official email Purdue addresses (if available) or existing OURConnect email addresses. The first will be the primary mentor and will approve the presentation to be submitted.

Other Acknowledgments List any other individual with substantial contribution to the research and not a mentor.

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

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.

SAVE YOUR ABSTRACT TO COME BACK.

SUBMIT & SEND CONFIRMATION EMAILS.

UPDATING ABSTRACTS

Primary authors and mentors can update abstracts until the final date of changes communicated by the Purdue OUR.

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

UG Presenting Authors *

Identify each UG student who deserves authorship credit for this presentation and will be presenting this work at the conference.

Enter official email Purdue addresses (if available) or existing OURConnect user email addresses. The first person listed will be the primary presenter.

Confirm Delete

Add Student



UG Contributing Authors

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

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

Add Student

UG Researcher

Acknowledgments

List each other UG student with substantial contribution to the research project but does not deserve authorship credit for this presentation.

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

Add Student

MENTORS AND OTHER ACKNOWLEDGMENTS

Mentors *

Enter official email Purdue addresses (if available) or existing OURConnect user email addresses. The first will be the primary mentor and will approve the presentation to be delivered.

Confirm Delete

Add Mentor

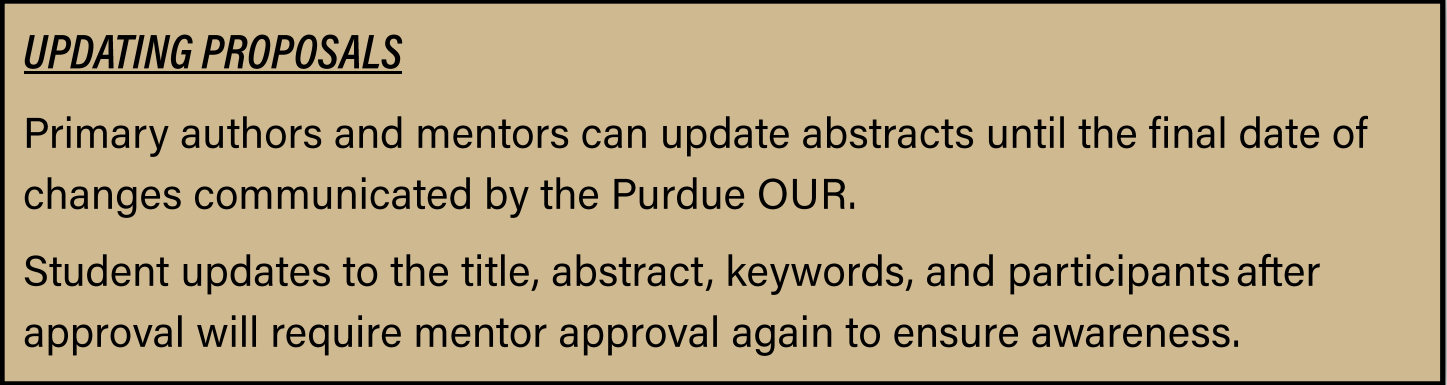
Other Acknowledgments

List any other individual with substantial contribution to the research project but is not a UG student and not a mentor.

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

Add Another

NOT APPROVED Update and approve



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) indicating it has been reviewed and approved to be presented.

OURConnect HOME CONFERENCE ACCOUNT LOGOUT

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My Abstracts

My Abstracts

You are participating in these presentations

Show 10 entries Search:

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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.

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

