CALL FOR PROPOSALS
GSU Research Day
April 6, 2018

Proposals due: 12 midnight, __February 19, 2018__

Follow the instructions below to submit to *GSU Research Day 2018* to be held Friday, April 6, 2018 at Governors State University. *Research Day* proposals must include at least one author/presenter who is affiliated with Governors State University as faculty, staff, or student. Undergraduate student research projects must have a Faculty sponsor.

In order to submit, please register for an OPUS author account at http://opus.govst.edu by clicking on "My Account", or http://tinyurl.com/OPUS-Author .Then, navigate to GSU Research Day http://opus.govst.edu/Research_Day/ and click on "Submit Event" (left column).

Before submitting, please read all relevant policies and/or submission guidelines. Details on submission guidelines are on page two of this document.

The submission process consists of the following steps:

1. Author registration.
2. Read and accept the Submission Agreement (printed below) by clicking on "Accept" on the Submission Agreement page.
3. Provide information about yourself and any co-authors
4. Input your proposal information in the designated fields. No file uploads are requested at this time. Presenters are strongly encouraged to upload PowerPoint, MS Word, and additional presentation materials at a later date for public distribution on OPUS.

Before you begin, please be sure you have the following items:

- **Title** of the presentation
- **Names** of presenter/panelists/author/coauthors. Optional: Enter email addresses for co-authors and participants.
- **Type** of presentation (Poster session, Paper, Panel, Poster session)
- For Paper and Panel presentations, **length of presentation** (30 minutes, 55 minutes). For Poster sessions, enter the preferred poster session times (Morning, Afternoon, Early Evening).
- The **abstract** or **description** of the proposal (up to 250 words)
- Select the Digital Commons Discipline (subject) and/or:
- Enter GSU **Discipline** or academic Major or Program.

- If applicable, identify **GSU grant** (Intellectual Life, Student Life, Travel, Equity, University Research, Undergraduate Research, other sponsor list)
- For undergraduate research, **name of Faculty sponsor**(s).

Submission Agreement Details for *GSU Research Day:* Once you log into the Research Day page in OPUS you will be asked to agree to the information included in the text below.

OPUS Submission Agreement

By checking the box below, I grant *GSU Research Day* on behalf of Governors State University the non-exclusive right to distribute my submission ("the Work") over the Internet and post it to OPUS Open Portal to University Scholarship at http://opus.govst.edu/research_day/.

I warrant as follows:

1. that I have the full power and authority to make this agreement;
2. that the Work does not infringe any copyright, nor violate any proprietary rights, nor contain any libelous matter, nor invade the privacy of any person or third party;
3. that the Work has not been published elsewhere with the same content or in the same format; and
4. that no right in the Work has in any way been sold, mortgaged, or otherwise disposed of, and that the Work is free from all liens and claims.

I understand that once this Work is deposited in the repository, it may not be removed unless it violates trademark and copyright of others, or would inhibit publication in standard peer reviewed scholarly publishing venues. My co-authors and I retain all other rights and licenses to publish and distribute my work elsewhere under the Copyright Law of the United States.

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

☐ **Please check this box if you agree to the above terms.**

Following the selection of the agreement box, the submission form will be available to enter proposal information. Following submission, you will be contacted regarding the acceptance of your proposal using the email address provided.

Please contact opus@govst.edu if you have questions.