BEACON CONFERENCE OF UNDERGRADUATE RESEARCH (BeaCUR)

Event Report and Summary of Feedback

Event date: 18 August 2017

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ADMINISTRATION AND EVENTS OFFICER

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STRATEGIC PROJECTS OFFICER
Introduction

The Beacon Conference of Undergraduate Research (BeaCUR) was held on the North Terrace Campus on Friday 18 August 2017. This was the third Beacon Conference of Undergraduate Research and both staff and students were invited to attend.

BeaCUR provides University of Adelaide students an opportunity to create, present and share their research with other students and staff. By presenting their research they are eligible to win prizes including the opportunity to present at the national Australasian Conference of Undergraduate Research (ACUR).

Abstracts and Presentations

Abstracts

The call for abstracts was sent out on several occasions leading up to the event. The first electronic direct mail (EDM) was sent on 23 May to a range of Academic staff including Communities of Practice members, Adelaide Academy specialists, Associate Deans Learning and Teaching and Heads of Schools. This EDM asked staff to promote BeaCUR to their students through a flyer and a PowerPoint slide which they could upload at the beginning of their lectures. A second EDM was sent to students on 30 May encouraging them to apply. A third EDM was sent on 7 July to the Australian Conference of Undergraduate Research (ACUR) applicants from the University of Adelaide encouraging them to apply to BeaCUR as a practice run to ACUR with the potential to win a spot at ACUR. As well as EDMs digital signage for BeaCUR was displayed for 1 month before the abstract deadline.

Abstract submissions and Author Declarations were due by 10 July. They were reviewed on 20 July by a panel of staff and students. A description of the review panel can be found in the ‘Review Panel and Judges’ section of this report.

This year, 42 abstracts were received and 26 were selected to conduct an oral presentation. This was a decline from the previous year where 80 abstracts were received with 45 of them being chosen to present. This was most likely due to the fact that ACUR was taking place at the
University a month later and many University of Adelaide students had applied to present at ACUR. The BeaCUR 2017 panel ensured when making their decisions that each faculty was adequately represented. Unsuccessful applicants were then invited to present a poster, 11 students took up this offer.

This year, submissions were requested through a Google form. By using this form, we were able to ask specific questions and provide a 300 word limit. After the submission deadline, the Google form was downloaded into an Excel spreadsheet. The Google forms simplified the process because information was collated automatically rather than manual entry. The document still required some editing, but it was more accurate. The other minor downside to using the Google form is that students did not receive a copy of their submission to refer back.

**PowerPoint presentations**

Prior to the call for abstracts, a PowerPoint template was uploaded to the BeaCUR website to assist presenters and provide consistent branding. The template was located, under ‘Apply to Present’, ‘Template Gallery’. The template was one that we have used in the past, without dates, which met the University marketing brand standards.

The presentation format was outlined on the website under ‘What to Expect’. Presenters were given 10 minutes to present their research followed by 5 minutes for questions. There was a further 5 minutes for changeover time. This allowed sufficient time for each presentation and ample time for audience members to travel to other locations before the next presentation. The student judge responsible for each room was provided with a bell to notify the presenters when they had 1 minute left and when the 10 minutes for their presentation was up.

Oral presentations slides were submitted to dvcaevents@adelaide.edu.au prior to the event to allow time for collation and uploading to the various rooms. Volunteers were provided with room boxes which include a backup USB containing all presentations.

**Poster presentations**

Those who were not selected for the oral presentations were given the option of submitting a poster to be displayed in the Atrium and present at lunch time. In total there were 10 applicants who submitted a poster. Poster templates were made available on the BeaCUR website under ‘Apply to Present’ ‘Template Gallery’. The poster presenters were eligible for 1 prize: Best Poster voted for by people’s choice.

Posters were sent to dvcaevents@adelaide.edu.au by 11 August to allow time for printing. Posters were printed through the University’s Image and Copy Centre to ensure high quality poster and fast turnaround time.

**Recommendations for 2018:**

- Continue to provide PowerPoint and Poster templates for students
- Continue to make use of Google forms, unless a better platform for this is found

**Keynote Speakers**

**Christianna Digenis**

Christianna Digenis is an honours graduate in psychological science at the University of Adelaide. She presented at BeaCUR 2016 and won a place at ACUR 2016. This year she came back to BeaCUR to share her insight and knowledge in a keynote entitled ‘Discovering Research’. Not only did Christianna deliver a keynote speech for ACUR, she also participated in both BeaCUR and ACUR as a student judge and as part of the review panels.
Professor Philippa Levy

Professor Philippa Levy Pro Vice-Chancellor (Student Learning) at the University of Adelaide provided the second keynote entitled ‘Research Matters: a personal reflection’. The keynote was informative and interesting; however, attendance was low, and the contributing factor may be the location and timing. As the conference took place during teaching time, room availability was limited. Additionally, the keynote took place directly after lunch and many attendees were still eating whilst the keynote was starting.

Both keynotes did not have a particularly high attendance rate and it was suggested during the day itself that next year we consider an alternative to a keynote such as a panel session.

<table>
<thead>
<tr>
<th>Recommendations for 2018:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Consider holding something other than keynotes next year (for example, a panel session)</td>
</tr>
<tr>
<td>• If a keynote is held, ensure:</td>
</tr>
<tr>
<td>o they fall before lunch rather than after</td>
</tr>
<tr>
<td>o Book a room for the full day for the keynotes, welcome speeches etc.</td>
</tr>
<tr>
<td>o Consider a smaller venue (e.g. conference room – using zoom to record)</td>
</tr>
</tbody>
</table>

Review Panel and Judges

Review Panel

The BeaCUR 2017 review panel consisted of 1 learning and teaching and 1 research member of staff from each faculty and 2 students. Both students — Chris Lawless and Christianna Digenis — had presented at BeaCUR 2016 and won sponsorship to present at ACUR 2016. Abstracts were categorised into faculties and divided up equally for review by panel members. A review panel meeting was held on 20 July to confirm presenters. Emails were sent to students to advise them of the application result.

The review panel consisted of:

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Staff members</th>
<th>Learning and Teaching</th>
<th>Research</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professions</td>
<td>Dr Cate Jerram</td>
<td>Learning and Teaching</td>
<td></td>
</tr>
<tr>
<td>Professions</td>
<td>Associate Professor Matthew Stubbs</td>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>Arts</td>
<td>Dr Wayne Errington</td>
<td>Learning and Teaching</td>
<td></td>
</tr>
<tr>
<td>Arts</td>
<td>Professor Jennifer Clark</td>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>Sciences</td>
<td>Associate Professor Tak Kee</td>
<td>Learning and Teaching</td>
<td></td>
</tr>
<tr>
<td>Sciences</td>
<td>Professor Gordon Howarth</td>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>ECMS</td>
<td>Dr Braden Phillips</td>
<td>Learning and Teaching</td>
<td></td>
</tr>
<tr>
<td>ECMS</td>
<td>Associate Professor Seth Westra</td>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>Health and Medical Sciences</td>
<td>Professor Maree O’Keefe</td>
<td>Learning and Teaching</td>
<td></td>
</tr>
<tr>
<td>Health and Medical Sciences</td>
<td>Professor Gill Harvey</td>
<td>Research</td>
<td></td>
</tr>
</tbody>
</table>
Judges

This year we asked 2 staff and both of the students from our review panel to act as judges on the day. Each room was allocated 1 staff and 1 student judge. The judges were:

<table>
<thead>
<tr>
<th>Academic Judge</th>
<th>Student judge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Gordon Howarth</td>
<td>Christianna Digenis</td>
</tr>
<tr>
<td>Professor Gill Harvey</td>
<td>Chris Lawless</td>
</tr>
</tbody>
</table>

The student judges were responsible for managing the room and liaise with the academic judge to share their responsibilities which included timing, introducing presenters and making announcements.

Each judge was provided with a judging pack. This included a lanyard, coffee vouchers and their judging clipboards which included the judging rubric, additional paper, pens, instructions and helpful phone numbers (e.g. for audio visual, the events coordinator and security). The student judges were also provided a ‘room box’ with useful items such as a backup USB with all presentations, marker pens, additional paper, and gaffer tape.

At the end of the judge’s deliberations, each judge was presented with a Haigh’s box of chocolates as a thank you.

Presentations

Oral Presentations

Throughout the day there were 26 oral presentations over 2 rooms. There 6 group presentations and 20 individual. The faculty split can be viewed below:

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Oral Presentations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Individual</td>
</tr>
<tr>
<td>Faculty of Arts</td>
<td>4</td>
</tr>
<tr>
<td>Faculty of ECMS</td>
<td>2</td>
</tr>
<tr>
<td>Faculty of Health and Medical Sciences</td>
<td>10</td>
</tr>
<tr>
<td>Faculty of the Professions</td>
<td>1</td>
</tr>
<tr>
<td>Faculty of Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>
All presenters were provided with a template and guidelines including:
- Dress code
- Presentation timeframe (10 minutes)
- Reminder to bring a backup of their presentation on a USB on the day
- Information regarding the timing bell

All presenters were encouraged to support their peers and view their presentations and for some sessions this was the case but in others attendance could have been higher. Next year, consideration should be given on ways to encourage higher attendance at all presentations.

All presentations were judged by 1 student and 1 academic on the following criteria:
- Originality, value, and significance of research
- Methodological rigour of research
- Presentation skills / ability to communicate to lay audience
- Responding effectively to questions

Poster Presentations

These were offered in two ways to students. They could initially apply to present a poster or if they were not successful with their oral presentation application they were then offered the poster option.

Posters were displayed in the Atrium over the morning / afternoon teas and lunch period. During the lunch time period these posters were presented by the authors. This year there were 10 posters.

Each poster presenter had voting slips to provide to people who they presented to. The recipient could vote for their favourite poster at the registration desk. The votes were counted after the lunch period.

Recommendations for 2018:
- Think of ways to further encourage audience attendance across BeaCUR presentations.

Judges Deliberations and the Announcement of Prize Winners

During the last part of the day the judges discussed the prize winners for the oral and poster presentations. Professor Philippa Levy announced the winners and they were presented with either a ‘Golden Ticket’ (sponsorship to attend and present at ACUR) or a Samsung tablet. Photographs of each prize winner and one of the judges were taken and displayed on the BeaCUR website.

The prizes at BeaCUR 2017 were:

University Prizes:
- One computer tablet for the Best Individual Oral Presentation
- One computer tablet for each member for the Best Group Oral Presentation
- One computer tablet for the Best Poster Presentation (People’s Choice Award)

Faculty Prizes (each faculty agreed to provide the same prizes):
- One student of their respective faculty (where applicable, not by default) to attend and present at the Australasian Conference of Undergraduate Research 2017 for the Best Individual Oral Presentation.
One group of students from each respective faculty (where applicable, not by default) to attend and present at the Australasian Conference of Undergraduate Research 2017 for the Best Group Oral Presentation.

The ‘not by default’ was added to the prizes terms after applications were received and accepted, because two faculties only had either 1 or 2 individual presentations or group presentations. As the students presenting were potentially representing the University of Adelaide at ACUR, it was important that presentations were judged on quality and not because there were the only presenter from their faculty.

This year, all spoken and poster presenters received a certificate to acknowledge their participation in BeaCUR.

**Recommendations for 2018:**
- Provide voucher prizes rather than physical prizes (allows for more flexibility)

**Registrations**

Eventbrite was used as an online platform for people to register to attend which allowed event organisers to track attendee numbers. This year, an additional question was provided in the registration process to allow for additional data analysis to decipher the percentage of who was attending. This question was:

Please specify if you are a student / staff member of the University of Adelaide, or an external guest.
- Please select which faculty you are from
- If you are from another educational institution, please specify the name below

The break down between faculties and whether they were students, staff or external is outlined below:

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Staff</th>
<th>Student</th>
<th>External</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty of Arts</td>
<td>8</td>
<td>24</td>
<td>N/A</td>
</tr>
<tr>
<td>Faculty of ECMS</td>
<td>8</td>
<td>55</td>
<td>N/A</td>
</tr>
<tr>
<td>Faculty of Health and Medical Sciences</td>
<td>2</td>
<td>38</td>
<td>N/A</td>
</tr>
<tr>
<td>Faculty of the Professions</td>
<td>3</td>
<td>16</td>
<td>N/A</td>
</tr>
<tr>
<td>Faculty of Sciences</td>
<td>3</td>
<td>30</td>
<td>N/A</td>
</tr>
<tr>
<td>Division of Academic and Student Engagement</td>
<td>6</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>N/A (or) did not specify</td>
<td>0</td>
<td>56</td>
<td>16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>30</strong></td>
<td><strong>194</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

Next year, it would be useful to ask dietary requirements to assist with catering.

This year, 240 people registered on Eventbrite compared to last year where 295 people registered. On the day, 143 people signed in (103 students, 25 staff and 10 external people) compared to last year where 174 people signed in on the day. While registration was slightly lower than the previous year, the contributing factor may be that University of Adelaide students were applying to ACUR which was taking place on campus the following month.

This year, the registration sheet had 3 additional columns (as well as the sign in column) so that attendees could identify as a student, staff member or external person, but also, the presenters, judges and keynotes were all colour coded. For example, all presenters who were presenting in the first parallel session were coloured light orange, all presenters in the second parallel sessions were coloured light purple.). This made it easier to identify missing presenters before their parallel session.
Souvenirs

The souvenirs for BeaCUR 2017 were scaled back (no tote bag, note pads, pens or USB sticks) due to the expense factor and the organising committee agreed that these were not needed. Attendees were provided with a small hand-held souvenir – a stress ball brain. This fun, unique gift proved quite popular with the students. The souvenir was purchased through COS.

Promotions and Marketing

This was the third time that BeaCUR had been held, and the second time it had been held in a more official capacity; therefore, the following current branded promotional items were reused:

- A frame corflute’s
- Banners
- Posters
- Website
- Signage (e.g. door signs)
- Digital advertising signage templates
- Emails and Electronic Direct Marketing (EDMs)
- Conference proceedings

Two items were created for BeaCUR this year: name tags and branded door signs (listing the presentation times and titles). This year, name tags replaced lanyards which reduced an additional expense. Additionally, previous year lanyards were provided to volunteers.

A frame corflute’s, banners and balloons

This year, 6 A-frames (each with 2 corflute’s) were placed at each entrance of the Ingkarni Wardli Atrium and 1 outside the Horace Lamb entrance. The additional 2 were placed at either end of the poster boards.

5 banners were used and placed as follows:
- 2 x outside of each projector screen in B18
- 1 x next to the projector screen in the conference room
- 1 x in the Horace Lamb lecture theatre
- 1 x next to the registration desk

This year, 7 clusters of 5x balloons (in BeaCUR colour palette – pink, red, blue and white) were purchased and placed near each banner and around the Atrium to boost the conference atmosphere.

Posters

This year, BeaCUR advertising posters were not purchased as there were quite a few remaining from last year. Due to time constraints, 2 student ambassadors were hired to place the posters around the North Terrace campus.

The student ambassadors reported that on several occasions they were informed that some areas of the University such as the new AHMS building did not allow posters and preferred digital signage for advertising. Therefore, it may be a consideration to order less posters next year, if any.

Recommendations for 2018:

- Continue to collect data both by Eventbrite and tick columns on the day (e.g. student / staff, external – faculty etc.)
- Continue colour coding the sign in sheet
Website

The 2016 BeaCUR website was used as the initial template for this year’s content and it was agreed that all content would be provided online. Therefore, the Project Officer (Digital) assisted in updating the website to accommodate this shift. The Events Officer and the Project Officer (Digital) jointly updated and maintained the content.

The ‘Apply to Present’ section continued to provide students with information regarding eligibility, abstract information, criteria, word limits, a link to the Template Gallery and information on the submission process and deadline. The ‘Template Gallery’ provided both oral and poster presenters with templates, which met the University’s brand standards. This year’s poster template was updated to the A1 size format (as last year’s A3 template was too small).

Signage / Digital Signage

The signage for BeaCUR consisted of the following:

- 5 large pull up banners
- 12 A-frame corflute’s in 6 A-Frames
- Toilet directional signage
- Directional signage to the rooms and lecture theatre
- Door signs for the parallel sessions (including presentation titles)
- Timing signs (held up to provide timing indications to the presenters)

As well as printed posters and EDMs, digital signage was used to advertise this year’s BeaCUR. The digital signage was displayed for the maximum amount of time allowed (1 month) both before the abstract deadline and again before the actual event. The digital signage was displayed in several areas including:

- Hub Central (small and large screen)
- Roseworthy Hub
- Waite Hub
- Ligertwood (Law School foyer)
- AHMS research and student floors

Electronic Digital Marketing (EDM) and Social Media

The Project Officer (Digital) set up a marketing plan to advertise this year’s event. The priority for BeaCUR was to increase presentation submissions and encourage attendee registration. The marketing plan is outlined below:

- 20 June: Digital signage created to target applications
- 28 June: EDM sent to undergraduates, encouraging them to apply
- 29 June: Social media broadcast, advertising the opportunity to present at BeaCUR
- 3 July: EDM sent to University of Adelaide ACUR applicants to encourage them to apply for BeaCUR too
- 17 July: Digital signage message revised to target attendance
- 28 July: Invitation to attend sent to undergraduates and staff (excluded current attendees)
- 7 and 14 July: Staff news insert

Additionally, the Events Coordinator worked with the Student Union to advertise BeaCUR through their newsletter.

Conference Proceedings

This year’s conference proceedings was online only which reduced our expenses (printing and binding last year cost $920) but also brought the conference into the digital era. Additional subtabs were created on the website, each one representing 1 section of the conference proceedings (e.g. Welcome Address, Keynotes and Program of Events).
Whilst it was emphasised that the conference proceedings would be online only, as a precaution 2 iPads were available on the day to view the proceedings. A printed A4 program was also handed out on the day to assist attendees with the day’s events.

**Recommendations for 2018:**
- Rethink whether to use printed posters for advertising. If so, perhaps order less (e.g. maybe 50).
- Continue using name badges instead of lanyards
- Continue to go down the online only route

**Student and Staff Volunteers**

Office of Academic and Student Engagement staff were contacted one month prior to volunteer for the event. Additionally, the student who assisted at BeaCUR 2016 was also contacted. The volunteers provided support on the registration desk and assisted in setting up and packing down. This allowed the Events Officer and Strategic Projects Officer to be present in other event locations to provide support.

All volunteers were included in a run sheet and this was emailed out to them 1 week before the event. Additionally, a briefing was held for all of the volunteers beforehand, allowing any questions to be raised.

The registration desk was staffed by 1 person, however, there were 2 exceptions:
1. Busy periods such as the morning rush and lunch time
2. When either the Events Officer or the Strategic Projects Officer were due to staff the desk (as the desk had IT equipment on it and needed to be manned constantly, if there were a problem in one of the rooms, this would require 1 of the 2 staff to leave the desk unstaffed if the other had not been present).

**Recommendations for 2017:**
- Continue to ensure there are 2 people monitoring the desk when 1 of those people includes the Events Officer
- Continue to ask staff to volunteer a maximum of 2 hours of their time

**Infrastructure and Logistics**

Due to the timing of the event, BeaCUR 2017 took place 2 days before the University Open Day and we encountered a small issue with the poster display board prior to the event. Renniks delivered the poster display boards for the event, however, there was also another company assembling another set of larger display boards. Whilst we had the spaces were booked correctly, the Atrium booking system was undergoing a change of management and systems. Therefore, there was a double booking in the system. The Events Officer and relevant staff member agreed to use the larger display boards that were there and no more boards (or any further furniture) was to be put up.

**Renniks**

Renniks were used to supply the display boards for the BeaCUR posters but due to the above incident, they were not used and the event incurred an expense of $262 (excluding GST) which could have been avoided. These display boards were kept in the corner of the room until the following day, when Renniks were due to collect them to avoid an additional collection fee.

**Security**

Security were informed of BeaCUR and relevant details such as the cocktail event which took place outside of business hours. This information assisted security in case they were contacted by attendees with any queries.
Photography

A call was put out to the Media Department (School of Humanities) seeking photography students to photograph the event. Only one out of the two student photographers who came forward was available to photograph ACUR. The events coordinator met with the photographer 1 week prior to the event to discuss the program and photograph requirements.

The student photographer was paid $100 a gift card for their services. The quality of the photos were mediocre and it would advisable to quality check their work before selecting them.

Videography

This year a videographer was not hired due to the costs (last year 1 videographer cost over $2000 for the day including filming and editing time). Additionally, due to limited teaching rooms availability we were unable to record 1 of the 2 streams, therefore, it was decided that presentations would not be recorded. Presenters were advised they could invite their supervisor or a colleague to listen to their presentation and provide feedback. Alternatively, they could invite their colleague to record their presentation using their own personal device. This information was provided in the waiver upon registering for the conference.

Audio Visual

One week prior to BeaCUR the Event Officer checked each room to ensure that:

- Microphones were present (and working)
- Installed computers (connected to the internet, audio worked and that they opened up PowerPoint presentations with no problems).
- Echo360 worked in the lecture theatre
- All of the lighting was ok (one of the rooms had a flickering light, and so maintenance was contacted to correct this before the Festival took place).
- The computer clickers worked correctly in the rooms

The Events Officer liaised with the Audio Visual team regarding the AV requirements throughout the Festival. The AV team was also booked to attend the opening and closing remarks and keynote sessions.

Rooms

A room box was provided for each room and included the following:

- Gaffer tape
- Scotch tape
- Blue tac
- Scissors
- Clicker
- Spare AAA batteries for the clicker
- A thick black marker pen
- Spare A4 plain paper
- Judging packs
- Parallel Session door signs (ready to be put up after BeaCUR for the Festival)

Recommendations for 2018:

- Quality check the student photographers work before agreeing to take them on

Catering

Catering quotes for catering were obtained from Grassroots, Uni Staff Club and Aroma. Aroma was chosen as the catering, as they provided the most competitive quote, and were also in the most convenient location to the conference. Aroma catered for a variety of dietary needs including vegetarian / pescatarian, vegan and gluten free. 240 people registered but catering was for 180
people at lunch and 200 for breaks (enough for 1 per person should 80% of the registrants sign in). This worked well with little catering leftover. 1x hot beverage voucher was issued by hand to each attendee signing in which was an incentive for people to sign in.

Leftover water from the Festival was used for the conference and additional water was purchased at Officeworks while fruit was purchased at Coles. Aroma has since advised that they can provide large refillable urns of ice cold water with disposable cups for $10 a day.

Due to BeaCUR this year being a smaller event, the parallel sessions finished at 3.30pm and a networking event took place instead of an afternoon tea. This also provided an opportunity for the judges to deliberate on the BeaCUR winners.

Instead of a gelati cart this year, we offered the less expensive option of Chuppa Chup lollipops for attendees along with the usual individually wrapped mints on the registration table. Although the gelati cart was always a popular option, it was also a large expense (last year’s cost was $550) and the organising committee agreed that the money would be better put towards ACUR.

**Recommendations for 2018:**

- Apples: only order 40% of the registered number of people
- Consider using the $10 refillable water urns next year, and only water bottles for presenters in the rooms.

### ACUR Logistics

As ACUR was taking place at our University this year, there were no travel or accommodation plans required for our winning BeaCUR students although the student’s ACUR registration needed to be completed. This process was easier than previous years because faculties provided the relevant project codes prior to the event.

### Expenses

#### BeaCUR 2017

<table>
<thead>
<tr>
<th>Description</th>
<th>spent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Marketing</strong></td>
<td></td>
</tr>
<tr>
<td>Chocolate gifts for judges and keynotes</td>
<td>$75.00</td>
</tr>
<tr>
<td>balloons</td>
<td>$181.82</td>
</tr>
<tr>
<td>souvenir for attendees</td>
<td>$662.50</td>
</tr>
<tr>
<td>Poster placement for BeaCUR</td>
<td>$180.00</td>
</tr>
<tr>
<td>Prizes for winners</td>
<td>$1,662.91</td>
</tr>
<tr>
<td><strong>Audio / visual hire</strong></td>
<td></td>
</tr>
<tr>
<td>Photographer</td>
<td>$100.00</td>
</tr>
<tr>
<td><strong>Infrastructure Hiring</strong></td>
<td></td>
</tr>
<tr>
<td>Display boards - Renniks</td>
<td>$265.00</td>
</tr>
<tr>
<td><strong>Catering</strong></td>
<td></td>
</tr>
<tr>
<td>University Staff Club - evening drinks</td>
<td>$1,001.36</td>
</tr>
<tr>
<td>Morning Tea, Lunch and afternoon tea</td>
<td>$1,878.55</td>
</tr>
<tr>
<td>Catering accessories</td>
<td>$14.00</td>
</tr>
<tr>
<td>Fruit</td>
<td>$73.85</td>
</tr>
<tr>
<td>Catering for pre BeaCUR panels</td>
<td>$65.45</td>
</tr>
</tbody>
</table>
Printing and stationery

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posters</td>
<td>$250.00</td>
</tr>
<tr>
<td>Stationery extras (parchment paper, badge holders, inserts)</td>
<td>$155.75</td>
</tr>
<tr>
<td>Program – <em>printed ourselves on A4 paper</em></td>
<td>$0.00</td>
</tr>
<tr>
<td>Conference Proceedings – <em>online only, used 2016 template.</em></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Keynote Speakers

1x external guest speaker, including flights, accommodation and fees. $0.00*

Misc.

Misc. Spend (unexpected costs) $11.16

Total spent: $6,577.35

*Both keynotes were either internal staff members or students, therefore no accommodation, flight or fee costs were involved.

Summary of Feedback

A survey was sent out to all 240 BeaCUR registrants and disappointingly only 15 people completed the survey. It would be advisable to either find another way to collect feedback next year, or offer an incentive to complete the survey. The results of the survey are not conclusive, due to the small response rate however, please find the results below:

Q1. Overall, how would you rate BeaCUR?
Answered: 15  Skipped question: 0

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>4</td>
<td>27%</td>
</tr>
<tr>
<td>Very Good</td>
<td>10</td>
<td>67%</td>
</tr>
<tr>
<td>Good</td>
<td>1</td>
<td>7%</td>
</tr>
<tr>
<td>Fair</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Poor</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

Q2. What did you like about BeaCUR?

- Everything about it.
- Amazed at what undergraduate students are able to produce- wonderful to hear the kind of substantial research they are involved in. Loved the personal stories of what had motivated students and staff to engage in research- the rewards and challenges. The event itself is so well done; loved the balloons, the colour, the very effective organization that made the day look and feel so smooth (well done to the organizers) It's an inspiring day.
- Inspiring the students
- Big choice of interesting presentations
- The written descriptions of presentations enabling choice of speakers, being able to speak with poster presenters, having speakers one after the other in close proximity, refreshments.
- The set up with poster presentations at lunch time and the ability to choose which presentations you watched.
- It gives researchers an opportunity to present their work to peers and colleagues whose questions can assist both their research and presentation skills.
- Easy of application and casual nature of presentation yet systemised
- Good range of speakers. Excellent role models!
- A welcoming and non-threatening place for students present their work as professionals
- The diversity of student projects and topics that were highlighted.
- Good to see young people getting excited about their research and presenting for the first time, oh and the amazing lunch :)”
- Hearing from such a diverse range of disciplines and the amazing research undergraduate students are undertaking at our University.
Q3. What did you dislike about BeaCUR?

- Only that I didn't have time to attend all of it
- The lack of audience numbers.
- Small attendances of sessions.
- Consecutive presentations were on such wide-ranging topics that, for me, it was a disincentive to attending the whole day.
- The event was over various buildings which mitigated against creating a 'buzz'.
- People repeatedly asking for applications after maths talks, but not for applications of "discourse", etc.

Q4. How well organised was BeaCUR

Answered: 15  Skipped question: 0

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>4</td>
<td>27%</td>
</tr>
<tr>
<td>Very Good</td>
<td>11</td>
<td>73%</td>
</tr>
<tr>
<td>Good</td>
<td>0</td>
<td>0%</td>
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<tr>
<td>Fair</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Poor</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

Q5. How did you hear or learn about BeaCUR?

Answered: 14  Skipped question: 1

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>University Email</td>
<td>7</td>
<td>50%</td>
</tr>
<tr>
<td>Poster</td>
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<td>0%</td>
</tr>
<tr>
<td>Staff News</td>
<td>2</td>
<td>14%</td>
</tr>
<tr>
<td>Unified</td>
<td>2</td>
<td>14%</td>
</tr>
<tr>
<td>Lecturer / tutor</td>
<td>1</td>
<td>7%</td>
</tr>
<tr>
<td>Word of mouth</td>
<td>2</td>
<td>14%</td>
</tr>
<tr>
<td>Other (please specify): student</td>
<td>1</td>
<td>1%</td>
</tr>
</tbody>
</table>

Q6. Please briefly specify the main reason you attended BeaCUR

- Family member presenting but would hope to attend again.
- To gain experience presenting in a professional setting
- I was curious of undergraduate research as I started university this year
- To support a fellow student who was presenting
- To learn from others on how to do research
- Presentation experience
- To support students from the Faculty
- Listen to friends’ talks
- To listen to a presentation of a family member
- To support my students
- Students who I know taking part
- To understand how the conference worked and the research that was being presented
- I wanted to support undergraduate students – demonstrate an interest in what they are doing, and wanted to be inspired. Some of the content was of genuine interest too
- I like to hear about how research is being done at the undergraduate level
- To showcase my research and network with other like-minded young researchers
Q7. What was your primary role at BeaCUR?

Answered: 15  Skipped question: 0

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presenter</td>
<td>3</td>
<td>20%</td>
</tr>
<tr>
<td>Judge</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Guest / Audience</td>
<td>12</td>
<td>80%</td>
</tr>
</tbody>
</table>

Q8 How strongly do you agree / disagree with the following statements?

Answered: 3  Skipped question: 12

In preparing to present at BeaCUR, I gained a deeper understand of my research
Strongly agree (100%)

Presenting at BeaCUR increased my interest in pursuing further research opportunities
Strongly agree (100%)

Q9. How would you rate the morning keynote session?

Answered: 3  Skipped question: 12

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Extremely interesting and informative</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Very interesting and informative</td>
<td>2</td>
<td>67%</td>
</tr>
<tr>
<td>Moderately interesting and informative</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Not very interesting or informative</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>N/A (I was unable to attend)</td>
<td>1</td>
<td>33%</td>
</tr>
</tbody>
</table>

Q10. How would you rate the afternoon keynote session?

Answered: 3  Skipped question: 12

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely interesting and informative</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Very interesting and informative</td>
<td>1</td>
<td>33%</td>
</tr>
<tr>
<td>Moderately interesting and informative</td>
<td>1</td>
<td>33%</td>
</tr>
<tr>
<td>Not very interesting or informative</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>N/A (I was unable to attend)</td>
<td>1</td>
<td>33%</td>
</tr>
</tbody>
</table>

Q11 Would you recommend BeaCUR to your peers or colleagues

Answered: 15  Skipped question: 0

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>14</td>
<td>93%</td>
</tr>
<tr>
<td>No</td>
<td>1</td>
<td>7%</td>
</tr>
</tbody>
</table>
Q12. If you are interested in volunteering at BeaCUR 2018, please leave your contact details below. Alternatively, please contact our DVCA events team at dvcaevents@adelaide.edu.au. Volunteers will join a strong community of students and staff committed to BeaCUR.

Details kept confidential

Q13. What would you like to see at BeaCUR 2018 alongside presentations?

Answered: 10    Skipped question: 5

<table>
<thead>
<tr>
<th>Answer</th>
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<tbody>
<tr>
<td>Keynote Sessions</td>
<td>4</td>
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</tr>
<tr>
<td>Panel Session</td>
<td>4</td>
<td>40%</td>
</tr>
<tr>
<td>Other (please specify): live music</td>
<td>1</td>
<td>10%</td>
</tr>
<tr>
<td>Other (please specify): PechaKuchas</td>
<td>1</td>
<td>10%</td>
</tr>
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</table>

Q14. Please provide any further comments or suggestions that might help improve BeaCUR in the future

- Is there a way that presentations could be grouped, perhaps by School or by topic connections? If not, is there value in asking those who register as audience members to identify those presentations that interest them? It seems likely that a software program could be developed without great effort that would use that data to group the presentations by popularity such that a larger audience would be attracted.
- Really valuable part of undergraduate learning – keep it going!
- Have a student debate that is judged on the day Hold heats or perhaps finals for the 3 minute thesis Have reps from government and industry to talk about how student internships have fed into strategic directions for government and industry.
- Hard to get the timing right but a lots of people you might think would be there weren’t. e.g. L&T academics
- Christianna's keynote was really interesting. Wonderful to hear from an emerging researcher who could share some really relevant ideas and experiences.