

CONCORDIA COLLEGE

Submission Information

Thank you for your interest in submitting your work to Concordia Scholars: Showcase of Undergraduate Research. The following guidelines delineate the rights and responsibilities of both contributors and Concordia College.

Submission Process

Submission form

Submissions will only be accepted when accompanied by a completed submission form (both the work and the submission form must be submitted electronically to Lisa Sjoberg at sjoberg@cord.edu). Your typed name on the submission form serves as your electronic signature verifying your acceptance of the terms specified on the form and in these guidelines.

File formats

Please submit all files electronically to sjoberg@cord.edu. The specifications below provide guidance on file formats for various types of works. Please contact Lisa Sjoberg (sjoberg@cord.edu or 218.299.3180) to discuss alternative formats **prior** to submission.

All submissions must be in final form and adhere to proper citation format. Submissions will NOT be copy edited for grammar, spelling, format, or content.

Type of Work	Preferred File Format
Papers*	.doc/.docx (Word document) <i>* If submitting a work created in LaTeX, please submit a LaTeX code file AND a PDF with embedded text.</i>
Films	Link to video file in Concordia's Vimeo channel
Performances	Link to audio and video files in Concordia's Vimeo or UStream channel
Art	PDF of image
Posters	.ppt/.pptx (PowerPoint presentation)

Deadlines

Please submit forms and document files as soon as possible, preferably by September 1.

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