



2019 Competition Kit (Entrant Pack)

 **Visualise**
your thesis™ 

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Welcome

What is the 2nd biggest search engine in the world? Youtube. Why? We love visualisations!

And that applies to research. Having strong visuals that encapsulate and elucidate your research vastly increases the probability of your research being picked up by the media, the public and your target research audience.

Welcome to the 2019 JCU Visualise Your Thesis Competition. All the information you will need to enter the competition can be found in this handbook. If we've forgotten anything, please email grs@jcu.edu.au

Entries are due by COB 15 August 2019.

The winner will win \$500, and be exhibited at the JCU 3MT event, as well as entered into the National Online Showcase to be in the running for the \$5000 first prize.

We look forward to receiving your entries!

The Graduate Research School, JCU

The Visualise Your Thesis competition

What is Visualise Your Thesis, and why should I enter?

Visualise Your Thesis (VYT) is an exciting new competition that challenges graduate researchers at any stage of their candidature to present their projects in a 60-second, eye-catching, audio-visual digital display. Using a pre-supplied template, you are tasked with developing a striking e-poster presentation that succinctly describes your research, and its potential benefits, to a non-specialist audience.

The competition provides you with an opportunity to build and apply your digital literacy skills. By creating a “visual elevator pitch” you will develop crucial employability skills including effective communication, digital literacy, and visual storytelling. You will also build your awareness of open access to information and copyright.

Curious to see how others have responded to this challenge? Have a look at the 2018 Visualise Your Thesis international showcase gallery (<https://research.unimelb.edu.au/visualiseyourthesis#showcase>), which features last year’s winning entries from local competitions held at Australian and international universities. Congratulations to JCU’s 2018 winner Tess Hill for her entry entitled “The impact of ocean acidification on ecological processes that structure coral communities.”

Competition eligibility

The Visualise Your Thesis competition is open to *currently-enrolled graduate researchers* (i.e. students enrolled in M.Phil., Masters by Research, Ph.D. or Professional Doctorate programmes) at *any stage of their candidature who are active and attending*.

Not eligible to enter the competition are

- Honours students
- Masters by coursework students (even if their program has a research/thesis component)
- Graduate researchers on a leave of absence (= inactive and not attending)
- Lapsed candidates.

Research institutes affiliated with multiple universities may run their own VYT competition. However, graduate researchers may only enter one local Competition per year.

Entries should be unique and original. The resubmission of previous entries is only permitted where substantial revision has occurred.

Prizes

The winning entry (first place) will receive a JCU Prize of \$500 and will represent JCU in the 2019 Visualise Your Thesis International Competition, which will be held online and has the following prize pool:

- First prize: \$5,000 AUD
- Second prize: \$2,000 AUD
- Third prize: \$1,000 AUD
- Viewer’s Choice: TBA

Check the international competition website (<https://research.unimelb.edu.au/visualiseyourthesis>) and official Twitter account (@VisualiseThesis, <https://twitter.com/VisualiseThesis>) for details and updates.

Judging criteria

Entries will be judged against the following criteria:

Impact (score: __ / 20)

- How well designed, creative, innovative and engaging is the entry?
- Is it visually striking and memorable?
- Does it attract from a distance and deliver details close up?
- Does it make a good first impression and then offer rich content on further examination?
- Does it make the most of the available technology?

Sound (note that sound is optional; the following criteria may not apply to every entry)

- Was the sound/music in keeping with the mood/style of the presentation?
- Did the music/sound contribute to the impact of the presentation?
- Did any transitions/visual effects align with the beat/soundtrack?
- Was the music/sound edited to fit the 60 second loop, rather than just finishing abruptly?

Content (score: __ / 20)

- Does the entry provide an understanding of the research question being addressed, its significance, and potential impact?
- Is the research communicated in language appropriate to a non-specialist audience?
- Is the entry free from jargon, unexplained acronyms and incomprehensible technical terms?
- Does the entry leave you inspired and curious?

Scholarly Citizenship (score: __ / 20)

- Does the entry include complete and correct references for any resources used to create the entry? Including: citation of any images, audio, video, tools and data.
- Does the entry include a valid ORCID on the title slide?
- Copyright – material included in the entry complies with the copyright rules of the competition, and the entry contains only material that falls into the following categories:
 - In the Public Domain;
 - Licensed under Creative Commons;
 - Content used with permission, or under an appropriate licence;
 - Original content created by the student themselves.
- Does the entry include acknowledgements for other people or groups who helped with the project or entry?

Supervisor approval

You should discuss your Visualise Your Thesis competition participation with your supervisor/advisor. In particular, you should discuss your entry and potential implications for prior publication, patent and grant applications, and intellectual property (IP) rights and responsibilities. If you are working on team-based projects, collaborative projects with your supervisors, or on ongoing programs in large research centres or labs, you need to be aware of, and respect, the IP rights and responsibilities of all individuals involved.

Supervisor/advisor approval to enter the competition forms part of your submission checklist.

Copyright Requirements

Copyright compliance forms part of the scholarly citizenship segment of the judging criteria. All content included in your entry must be copyright compliant and conform to the guidelines below.

Any type of material that meets the guidelines for compliance can be used. These may include:

- Visual: photographs, charts, graphs, animations, sketches, cartoons, etc.
- Audio: music, sound effects, narrative voiceovers, etc.

Submissions can include:

1. Original works

- All original material created by the entrant can be used in the submitted entry.
- All original works must be cited appropriately.
- If entrants are collaborating or working as a part of a research team, they must consult with their supervisor to discuss their entry in the competition.

2. Creative Commons licensed material

- All Creative Commons works can be used except for those with a Share-alike (SA) or Noncommercial (NC) licence.
- Creative Commons works with No Derivatives (ND) can be used so long as the work has not been modified.
- All Creative Commons works must be cited appropriately and must include licensing information and the URL where the work was sourced.

3. Public Domain works

- Public Domain works are materials which are not protected by copyright and other intellectual property laws.
- All public domain works must be cited appropriately and must include the URL where the work was sourced.

4. Material under license or with permission

- Works created using licensed software may be used as long as the terms and conditions of using the software allows for the work to be included as part of the entry into the competition.
- Works used with permission must be documented in writing.
- All works used under licence or with permission must be cited appropriately and must include information about the grant of permission or license, e.g. "Photograph used with permission from Joe Bloggs" or "Used under license".

Important: All materials used in the entry must be cited, regardless of source.

Confused by copyright? Have a look at the short, VYT-specific copyright videos available on <https://research.unimelb.edu.au/visualiseyourthesis#faq>.

Competition terms

The full Competition Terms for Entrants are included in the Appendix.

Technical instructions

Using the Visualise Your Thesis template

Download the Visualise Your Thesis PowerPoint template to your computer, delete the text, images and video in the template and add your own content. You may add additional slides to the template, however:

- Your presentation (excluding the pre-formatted bookend slides, i.e. title and reference slides) will be displayed for a **maximum of 60 seconds**, and
- The bookend slides are set to display for 5 seconds – you can add additional reference slides if required
- The maximum file size allowed is **100 MB**.

Set your slides to **advance automatically** in PowerPoint:

1. Select the Transitions tab.
2. Tick the After checkbox.
3. Enter the number of seconds you wish to display the slide for.

For further instructions, see: [Set the speed and timing of transitions](#)

Your entry must be compatible with PowerPoint 2013 for Windows. Please test your entry before submitting it.

Tips for creating your entry

Be creative and change the layout, text boxes, colours and fonts, just make sure you:

- Do not change the layout, design, or colours of the bookend slides, being the title slide and the references slide (i.e. the first and last slides)
- Do not use a body text font size smaller than **14 pt**
- Do not change the **Page Setup** in PowerPoint (your entry will be displayed on a screen in **widescreen** format)

Ensure copyright compliance, particularly when adding images, audio or video to your poster.

Consider including your **Twitter** or **Instagram handle** to help disseminate your research.

Adding audio and video to your entry

Your entry must be compatible with PowerPoint 2013 for Windows, so ensure that any audio or video files you embed in your poster are in formats supported.

Video and audio file formats supported in PowerPoint: <https://support.office.com/en-us/article/video-and-audio-file-formats-supported-in-powerpoint-d8b12450-26db-4c7b-a5c1-593d3418fb59>

Note that all media must be contained within your entry – for example, you cannot embed a link to an online video from YouTube or Vimeo. The file must be saved within your PowerPoint.

If animations or videos do not run, **they may be removed without discussion with you**. Therefore, it is recommended that you provide a **representative image in the correct place**, in case this is necessary.

Make sure your audio and video:

1. Is **embedded** in the PowerPoint file. Do not submit separate media files.
2. **Starts automatically** and plays for the duration of the slide or entry.

3. Is **optimised** and **compressed**.

Submitting your entry

Once you have completed your competition entry:

1. Save a copy of the PowerPoint file. Only .pptx files will be accepted
2. Email your entry to: **grs@jcu.edu.au** with the subject line: 'Visualise Your Thesis Competition Entry'
3. If the .pptx file is **less than 20MB**, you can attach your PowerPoint file to the email
4. If the file is **larger than 20MB**, include a link in the email to your entry on **OneDrive**.
5. Include the "Submission checklist for competitors" with your entry.

Important: You are responsible for proof-reading and testing your entry before submission.

Submission checklist for competitors

Please complete this list and submit it with your entry.

- I have discussed my entry and potential implications for prior publication and intellectual property with my thesis supervisor
- My entry is in PowerPoint file .pptx format
- My entry – excluding title and reference slides – displays for no more than **60 seconds**
- The slides are set to advance automatically, and video and audio starts automatically
- The PowerPoint file size is **no more than 100 MB**
- My entry has no **separate media files or links to online content**, i.e. all media is embedded in the PowerPoint file
- The title slide and reference slide(s) are included and are updated with my details
- I have included a valid ORCID included on title slide
- My References include any resources used to create my entry
- Acknowledgements include people, or groups, who helped with my project or entry
- Citations include any media used or created, including images, audio and video files
- The use of media, including images, audio and video files, complies with the competition's copyright rules
- If any content was created in third-party applications, appropriate licences have been obtained
- My entry has been proof-read
- My entry has been tested using PowerPoint 2013 for Windows.

Further help

- Microsoft Office support and training:
 - [Compress the media files in your presentation](#)
 - [Are you having video or audio playback issues?](#)
 - [PowerPoint training: tutorials for all versions of PowerPoint for Mac and Windows](#)

Competitor FAQs

Can I change the layout and design of PowerPoint template for my entry?

Yes and no! As long as you retain the pre-formatted bookend slides (= the title and references) you are free to add your own content – this can be in the form of images, video and/or audio, and does not have to be just text.

How long should my entry be?

There is a **60 second time limit** for entries; however, you can **include as few or as many slides as you wish**, keeping in mind that:

- You must include the first slide and last slide, i.e. the title slide and references slides
- Your presentation (excl. bookend slides) should run for a maximum of 60 seconds
- Your title and reference slide(s) should run for 5 seconds each
- The maximum file size for your PowerPoint file is 100 MB

Can I include audio in my entry?

Yes, you can include audio in your entry but consider that the maximum file size for your entry is **100 MB**. Please make sure that any audio material is copyright compliant and referenced appropriately. Considering the nature of the competition, which emphasises *visualising* your thesis, we recommend that audio is used to enhance, not carry an entry – your entry should be able to stand on its own, without the audio elements.

The University of Melbourne is committed to creating an accessible International Competition gallery, so if your entry progresses to the International Competition you may be required to provide an audio transcript.

Can I include images, music or other audio-visual items that I find on the web in my entry?

You can, provided that the material is copyright compliant and/or you have the appropriate licences and permissions to reproduce it. Broad categories that web-sourced material you use should fall into are

- Creative Commons licensed material (excluding material with a Share-alike (SA) or Noncommercial (NC) licence)
- Public Domain works (= materials which are not protected by copyright and other intellectual property laws)
- Material under license or with permission

For more information refer to the copyright resources and videos on the 2019 Visualise Your Thesis International Competition website (<https://research.unimelb.edu.au/visualiseyourthesis#faq>).

Make sure that all materials used in your entry are cited, regardless of source.

Where can I find free images, music or other audio-visual items to use in my entry?

There are numerous websites which provide access to Open Access images – Pixabay, Unsplash, and Snappy Goat are a few examples. Many archives and libraries (including the British Library) make their digitised collections available via Flickr Commons – Flickr being another popular image hosting website.

For music, sites like Incompetech, MuseOpen and ccMixer offer Creative Commons-licensed content. CC Search (<https://search.creativecommons.org/>) links to media, image and music platforms with content you can use and remix.

Make sure to check the individual licence of any object you are thinking of using, and include appropriate citations in the reference slide of your entry.

Do I have to create my entire entry in PowerPoint?

No. You are welcome to create content outside of PowerPoint, then embed it into the template (retaining the title and reference slides). If you create content in third-party applications (such as animation tools) make sure that you have the appropriate permissions or licences. Many of these tools offer a free account, but make sure to check the Terms of Use.

I'm enrolled for a degree that has a thesis component – can I enter the competition?

The Visualise Your Thesis competition is open to *currently-enrolled graduate researchers* (i.e. students enrolled in M.Phil., Masters by Research, Ph.D. or Professional Doctorate programmes) *at any stage of their candidature who are active and attending*.

Not eligible to enter the competition are

- Honours students
- Masters by coursework students (even if their program has a research/thesis component).

I'm on a leave of absence, can I still submit an entry?

No. Only currently-enrolled graduate researchers who are active and attending are eligible to enter the competition. If you are on a leave of absence unfortunately you are not eligible to enter. If your candidature has lapsed you are also ineligible to enter the competition.

I'm affiliated with a research institute and a university and both run a VYT competition. Can I enter twice?

No. You can only enter once, so you will have to decide whether you'd like to represent your university or research institute.

Can I re-submit an entry from a previous year?

Entries should be unique and original. The resubmission of previous entries is only permitted where substantial revision has occurred. And no doubt your research has progressed significantly, and you'd like your entry to reflect this!

Got a question that is not included here?

Please email us at: grs@jcu.edu.au

APPENDIX

Terms of the Competition for Entrants

Schedule to the Terms

1. Competition	2019 James Cook University Visualise Your Thesis Competition
2. Participating Institution	James Cook University
3. Website or Coordinator (clause 1)	https://www.jcu.edu.au/graduate-research-school/candidates/enrolled-students/visualise-your-thesis-competition
4. Time Zone (clause 4)	Queensland, Australia
5. Competition Period (clause 5)	Commences: 3 June 2019 Ends: 15 August 2019
6. Entry Restrictions (clause 6)	Entry is only open to individuals who, during the Competition Period, are the Participating Institution's currently-enrolled graduate researchers undertaking Higher Degree by Research (HDR) programs.
7. Entry Method (clause 7)	Each entrant must: <ol style="list-style-type: none"> 1. submit a short, eye-catching 60-second digital display which encapsulates their thesis (ePoster) to grs@jcu.edu.au by the closing date of the Competition Period; 2. use the Poster Template (available on the Website or from the Coordinator) to generate their Competition entry in accordance with the guidelines specified in the Submission Checklist (available on the Website or from the Coordinator); 3. include complete and correct references for any resources used to create the ePoster, including citation of any images, audio, and video; and 4. ensure that the use of media belonging to third parties (including images, audio and video files) complies with copyright legislation and regulations and the Competition Terms.
8. Maximum Number of Entries (clause 8)	There is only one entry permitted from each entrant.
9. Privacy Laws (clause 10)	The University of Melbourne – <i>Privacy and Data Protection Act 2014</i> (Vic)

	JCU – https://www.legislation.qld.gov.au/view/html/inforce/current/act-2009-014
10. Privacy Policies (clause 10)	The University of Melbourne – www.unimelb.edu.au/governance/compliance/privacy JCU - JCU Information Privacy Policy
11. Content (clause 11)	Any materials submitted by an entrant via the Competition including but not limited to presentations, comments, recordings and images.
12. Winner (clause 16)	One winner
13. Judging Details (clause 16)	This is a game of skill and chance plays no part in determining the Winner. The entrants to the Competition will be judged by a panel established by the Participating Institution in August 2019 and JCU. The panel will use the Judging Criteria (available on the Website or from the Coordinator) to determine the Winner.
14. Prize (clause 17)	\$500
15. Claim Prize (clause 17)	The Winner must contact Participating Institution by 30/10/19 and provide proof of identity in order the collect the Prize.
16. Winner Notification (clause 18)	The Winner will be contacted via their submitted telephone and/or email address.
17. Replacement Winner (if required) (clause 20)	Not required.
18. Replacement Winner Notification (if required) (clause 20)	Not required.
19. Replacement Winner Claim Prize (if required) (clause 20)	Not required.

General Terms

ENTRANTS

1. By entering the Competition, you agree to be bound by the Terms of the Competition. The Terms governing the Competition include these General Terms, the Schedule to these Terms and any instructions relating to the Competition on the Participating Institution's Website or from the Participating Institution's Coordinator. Only entries that comply with the Terms will be considered valid entries to this Competition.
2. Any capitalised terms used in these General Terms have the meaning given in the Schedule, unless stated otherwise. In the event of any inconsistency between the Schedule to the Terms (**Schedule**) and these General Terms, the Schedule will take precedence.
3. The Visualise Your Thesis competition format and resources have been founded and designed by The University of Melbourne. The University of Melbourne has granted a licence to the Participating Institution permitting the Participating Institution to run this Competition. The Participating Institution is solely responsible for the running of the Competition and The University of Melbourne is not liable for the operation of this Competition in any way, including without limitation selection of the Winner and any Prizes (if offered by the Participating Institution).
4. All times and dates in the Terms refer to the Time Zone in operation at the time of the Competition.
5. The Competition will be conducted during the Competition Period. The Participating Institution is not responsible for any entry that is not received by the Participating Institution during the Competition Period, for whatever reason. Incomplete or indecipherable entries will not be accepted.
6. Eligibility to enter the Competition is subject to the Entry Restrictions.
7. To enter the Competition, entrants must enter the Competition in accordance with the Entry Method (and any other entry details provided by the Participating Institution on the Website or from the Coordinator) during the Competition Period.
8. Entrants can enter the Competition up to the Maximum Number of Entries. Entries must be submitted separately and entry must individually meet the requirements in the Schedule and are subject to the Entry Restrictions.
9. Each entrant is responsible for their own costs associated with entering the Competition.
10. By entering this Competition each entrant agrees that the Participating Institution may use their name, contact details and image for the purposes of the Competition. Each entrant agrees that:
 - (a) the Participating Institution may provide the first-placed Winner's name and image to The University of Melbourne; and
 - (b) that The University of Melbourne may publish the first-placed Winner's name and image on its website and in other forums promoting the Competition and the International 'Visualise Your Thesis' Competition.

Each name, contact detail and image are considered to be 'personal information' under Privacy Laws. The University of Melbourne and the Participating Institution have comprehensive privacy policies addressing issues relating to the use, collection, security and access to personal information available at

their respective Privacy Policies.

11. Entrants agree that they are fully responsible for any Content. The Participating Institution is not liable in any way for such Content to the full extent permitted by law and may remove or decline to publish any Content without notice for any reason whatsoever. Entrants warrant and agree that:
- (a) they will not submit any Content that is unlawful or fraudulent, or that the Participating Institution may deem in breach of any intellectual property, privacy, publicity or other rights, defamatory, obscene, derogatory, pornographic, sexually inappropriate, violent, abusive, harassing, threatening, objectionable with respect to race, religion, origin or gender, not suitable for children aged under 14, or otherwise unsuitable for publication;
 - (b) their Content shall not contain viruses or cause injury or harm to any person or entity;
 - (c) they will obtain prior consent from any person who, or from the owner(s) of any property that, appears in their Content;
 - (d) the Content is the original work of the entrant that does not infringe the rights of any third party or otherwise they will obtain full prior consent from any person who has jointly created or has any rights in the Content to the uses contemplated by these Terms, and the Content does not infringe the rights of any third party;
 - (e) they consent to any use of the Content by the Participating Institution which may otherwise infringe the Content creator's/creators' moral rights pursuant to the *Copyright Act 1968* (Cth) and warrant that they have the full authority to grant these rights; and
 - (f) they will comply with all applicable laws and regulations, including without limitation, those governing copyright, content, defamation, privacy, publicity and the access or use of others' computer or communication systems.

Without limiting any other terms herein, the entrant agrees to indemnify the Participating Institution for any breach of the above terms.

12. As a condition of entering this Competition, each entrant licenses and grants the Participating Institution, its affiliates and sub-licensees a non-exclusive, fee-free, royalty-free, perpetual, world-wide, irrevocable and sub-licensable right to use their entry for the purposes of judging the Competition and to use, reproduce, modify, adapt, publish and display their entry (including Content) for all the Participating Institution's ongoing promotional purposes including regramming, advertising, use on the Participating Institution's website and social media channels, including promotional purposes not related this Competition. The Participating Institution will not enter into commercial arrangements or directly profit from the licence.
13. For the avoidance of doubt, each entrant agrees that the licence granted to the Participating Institution by each entrant includes the right of the Participating Institution to grant a non-exclusive, fee-free, royalty-free, perpetual, world-wide, irrevocable and sub-licensable sub-licence to The University of Melbourne which permits The University of Melbourne to use and display the first-placed Winner's entry (including Content) for all The University of Melbourne's ongoing promotional purposes in relation to the Competition and for The University of Melbourne's ongoing promotion and showcase of the International 'Visualise Your Thesis' Competition, including being made available for the public via the online

showcase under a Creative Commons Attribution Noncommercial No Derivative Works licence (CC BY-NC-ND), or via a more open CC licence of their choosing.

14. If this Competition is interfered with in any way or is not capable of being conducted as reasonably anticipated due to any reason beyond the reasonable control of the Participating Institution, including but not limited to technical difficulties, unauthorised intervention or fraud, the Participating Institution reserves the right, in its sole discretion, to the fullest extent permitted by law:
 - (a) to disqualify any entrant; or
 - (b) to modify, suspend, terminate or cancel the Competition, as the Participating Institution deems appropriate.
15. Except for any liability that cannot by law be excluded, including any statutory consumer guarantees provided under the consumer protection laws of Australia, the Participating Institution (including its respective officers, employees and agents) excludes all liability (including negligence) for any personal injury, or any loss or damage (including loss of opportunity), whether direct, indirect, special or consequential, arising in any way out of the Competition.

WINNER

16. The Winner will be determined from the valid entries received by the Participating Institution in accordance with the Judging Details.
17. The Prize will be awarded as specified in the Schedule. The Prize values are the recommended retail value as provided by the relevant supplier, are in Australian dollars and are correct as at the time of the commencement of the Competition Period. The Winner must claim the Prize in accordance with Claim Prize. Please allow at least 28 days from the date of notification for the delivery of the Prize. Transport to claim the prize is not part of the prize and is the sole responsibility of the Winner. The Prize cannot be exchanged or redeemed for other goods, services, cash or credit. If, for some reason the Prize is unavailable, the Participating Institution reserves the right to substitute the Prize for a prize of equal or greater value.
18. The Winner will be notified in accordance with Winner Notification. The Winner will also be announced on the Participating Institution's website and published on The University of Melbourne website in accordance with clause 10 above.
19. If the Winner does not comply with these Terms and/or does not claim the Prize in accordance with Claim Prize, the Participating Institution reserves the right to select a replacement winner from the remaining valid entries in accordance with clause 16 above.
20. If a winner re-selection is required, the selection of the replacement winner will be conducted by the Participating Institution in accordance with Replacement Winner. The Replacement Winner will also be announced on the Participating Institution's website and published on The University of Melbourne website in accordance with clause 10 above. The Replacement Winner must claim the Prize in accordance with Replacement Winner Claim Prize.
21. The result of the Competition is final and no correspondence will be entered into.