

ICA SP-CON 2020 Submission Guideline for Advisors/Faculty Member

Due to COVID-10 pandemic, virtual ICA SP-CON 2020 will be organized. The instructions are as follows.

Deadline for Poster Submission and Conference Registration: **April 30, 2020**

1. Each committee (or main advisor) should fill out the Google form: <https://forms.gle/H1fi5S6ARgpZSwDk7> with all the list of project titles.
2. Student fill out the Google form: <https://forms.gle/pvrcBoi2ZH8xnyjF8> and upload project poster in either pdf or ppt format. Moreover, the poster must be also submitted by sending an Email to ica.spcon2020@gmail.com.
3. Every ICA SP-CON participant (from faculty members, company representatives, and students) must register via the Google form: <https://forms.gle/ejvrREzY9e69SUvh8> .

Project ID and Participant ID Notification: **May 4, 2020**

ICA SP-CON committee runs project IDs, participant IDs, and send Emails to all participants.

VDO Upload to YouTube and Facebook Post: **May 8, 2020**

1. Student must upload their (at most) 5-minute VDO to **YouTube with public access**. YouTube title should match ICA SP-CON project ID and project title, for example, "**ICA_SPCON2020_SP021: System Identification of Motor**". Moreover, short video description must be given and briefly explained the project.

2. Student goes to ICA SP-CON 2020 Facebook group: <https://www.facebook.com/groups/213576926667167/> and add yourself to the group. After that, student must share picture of project poster and YouTube VDO link on **student' Facebook public status** with project title, students' names & Emails, advisors, affiliation, VDO link and hashtag "**#ICA_SPCON2020**". These are examples of student Facebook walls:

For COOP/WIL Project

ICA_SPCON2020_WIL015: Cavitation of Control Valve

First Student, Second Student, and Third Student
Department of xxx, Faculty of yyy, University of zzz
Email: first_student@xxx.com, second_student@yyy.com

Cooperative Advisor (s): First Advisor and Co-Advisor(s)
Mentor (s): First Mentor and Second Mentor
Company: Dddd Company Limited

For Senior Project

ICA_SPCON2020_SP021: System Identification of Motor

First Student, Second Student, and Third Student
Department of xxx, Faculty of yyy, University of zzz
Email: first_student@xxx.com, second_student@yyy.com

Advisor (s): First Advisor and Co-Advisor(s)

Virtual Conference Participation: May 9-31, 2020

1. Participant must visit the ICA SP-CON 2020 Facebook group. Select and watch minimum 10 project VDOs that you are interested in.

2. Every participant should vote 10 best interesting projects by filling out to the Google Form: <https://forms.gle/mi4Z1VsT5eC15dLUA> .

Certification of Participation Distribution: June 30, 2020

After participant has completed all ICA SP-CON 2020 activities, ICA SP-CON 2020 committee will send out a soft copy of **Certificate of ICA SP-CON 2020 Participation** via participant's Email.