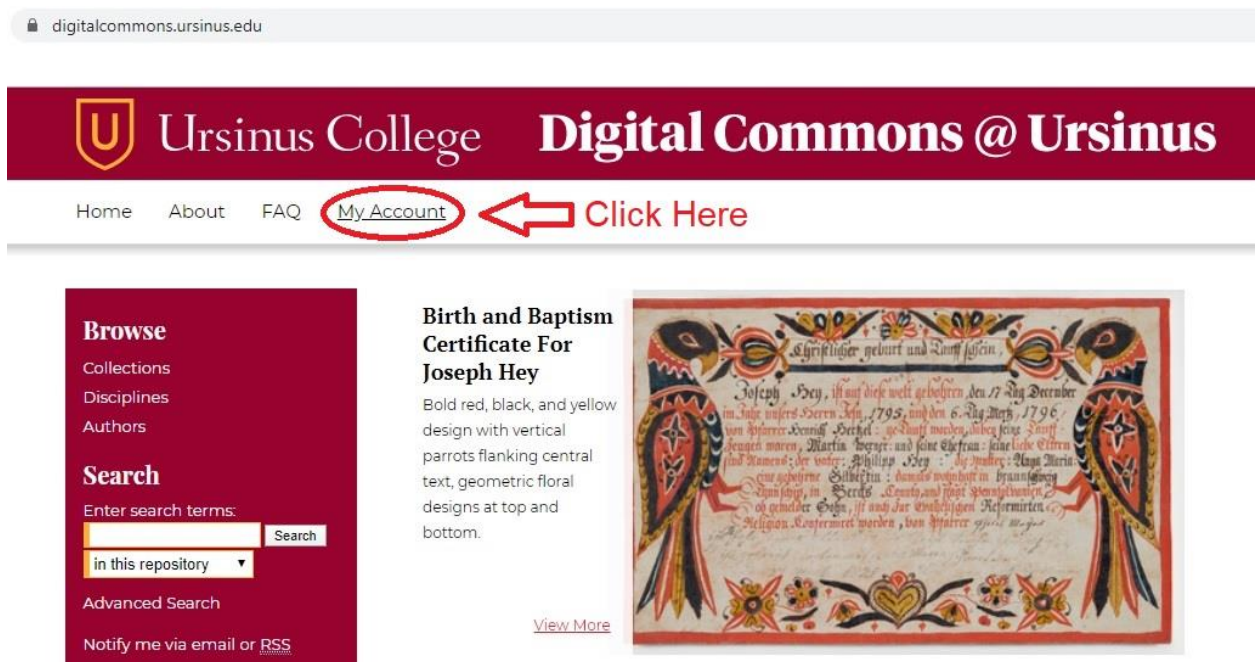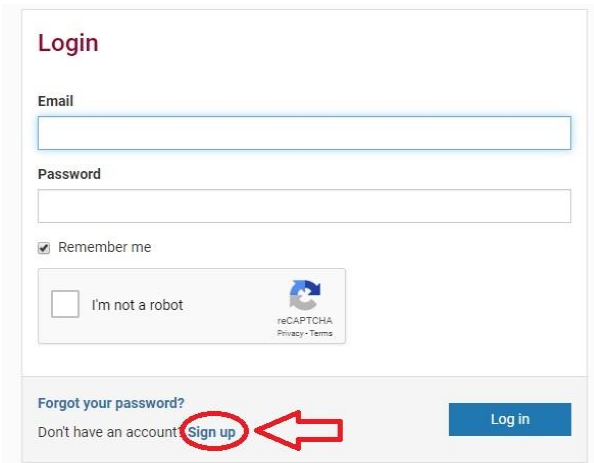# BEFORE SUBMITTING YOUR CoSA PRESENTATION

1. Decide <u>with your mentor</u> whether your presentation will be open to the public or restricted to Ursinus College. <u>Open</u> materials can be bundled together in one submission. Each <u>restricted</u> item must be submitted separately. Submit one item whenever possible (a poster with recorded commentary) rather than multiple separate files. *NOTE: The Digital Commons administrator will set your presentation to open or restricted access. You do not choose this during the submission process.*

2. You will need to create a Digital Commons account in order to upload your materials. Go to **https://digitalcommons.ursinus.edu**

3. Click "My Account" near the top of the page. This opens the login page. Here you can log in to an existing account, or create

your account. If you do not have an account, begin by pressing the "Sign up" button at the bottom of the screen.
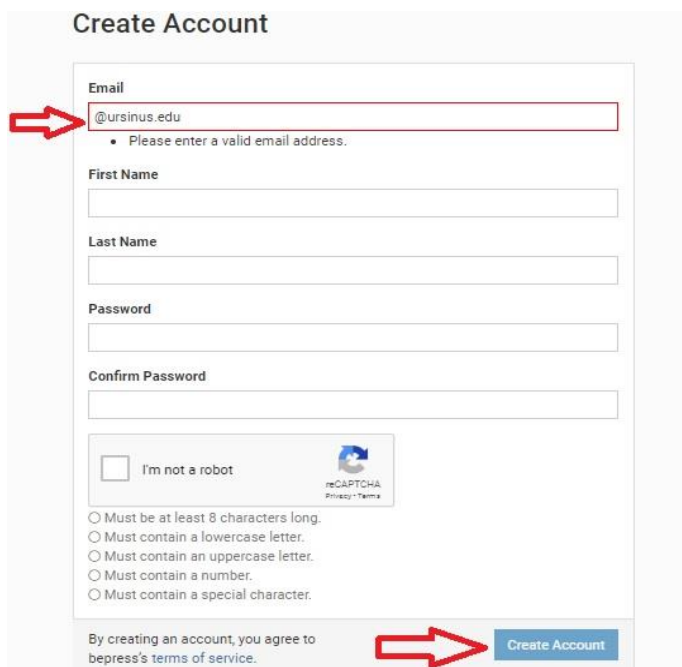

4. You can now create your account. **Please use your Ursinus email address.** After filling in all the fields, press "Create Account" at the bottom of the screen.

5. Check your Ursinus email and confirm your account.

SUBMITTING YOUR CoSA PRESENTATION

1. Login to your Digital Commons account and press "Submit Research" on the left side of the home page.

2. You will see a list of collections in Digital Commons, organized by academic department. Determine the department that corresponds to your project and locate the "Student Research" section of that collection.

3. Next, locate the Presentations collection. *For example*, if your presentation is related to the field of economics, you would press the "Business and Economics Presentations" link under the Student Research section in the Business and Economics Department.

Business and Economics Department

Business and Economics Faculty Publications
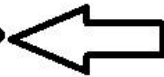
Student Research

- Business and Economics Honors Papers
- Business and Economics Presentations
- Business and Economics Summer Fellows

Ursinus College Student Managed Investment Fund

- Investment Fund Newsletter
- Ursinus Student-Managed Investment Fund Prospectus

You may not find an exact match for every academic area. For instance, "Creative Writing" or Literary Society presentations should be uploaded under the "English" department. "Museum Studies" presentations can be uploaded under the "Art" department or "History" department, depending on the focus of your presentation. **If you are unsure where to upload your presentation (or have any questions about the upload process),** please email Andy Prock, Scholarly Communications & Metadata Librarian (aprock@ursinus.edu).

4. Next, enter the metadata for your presentation in a series of fillable fields. "Required" fields must be filled in, or your presentation will not be accepted. Please enter as much information as you can, as suggested in the steps below.

PLEASE NOTE Metadata will be visible to the public, regardless of whether you want open access or restricted access for your presentation. Please **check with your mentor** to verify the data you are allowed to share.

BUSINESS AND ECONOMICS PRESENTATIONS

REQUIRED Title

Please use Headline Style Capitalization e.g., *The Scholarly Communication Crisis*

Enter title:

Economic Impact of Pandemics

REQUIRED Authors

Search For An Author Using: Last Name, First Name, Email, or Institution

1   (aprock@ursinus.edu) Andy Prock, Ursinus College

Begin by entering a title for your presentation. **If you are restricting access**, and submitting *more than one* file (i.e. a poster and an audio presentation), you will need to upload each item separately. Please add ": Poster", ": Audio Presentation", ": Video Presentation" etc. to your title in order to distinguish the items. **If your presentation is open access**, simply enter a title. Additional files, if needed, can be added by checking the box as shown in step 5 below.

Your name should already appear in the author field. If needed, this can be modified by pressing the "pencil" icon. Additional names of co-presenters can be added by pressing the green "plus sign" icon.

REQUIRED **Publication Date**

If you choose to enter a date, the year is required but all other fields are optional.

Season	Month	Day	Year
- - ▾	April ▾	23 ▾	2020

Keywords

Please separate keywords/keyword phrases with commas.

Enter Keywords:

recession, GDP, COVID-19, coronavirus, unemployment,

Enter a date (the start of CoSA or another date if you have a specific day scheduled) and important keywords related to your presentation.

Disciplines

Please indicate the academic discipline(s) that best describes your submission. Click here to view the complete list of disciplines.

Available:
- + Counseling
- Development Studies
- Disability Studies
- − Economics
  - Behavioral Economics
  - Econometrics
  - Economic History
  - Economic Theory
  - Finance
  - Growth and Development

Select »

« Remove

Selected:
Business
Economics
Behavioral Economics

General disciplines will already be selected. You may modify these or choose more refined disciplines if applicable.

Faculty Mentor

Scott Deacle

Abstract

Learn how your abstract can improve the discovery of your article in Google and Google Scholar.

Paste or type your abstract:

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A global, novel virus that keeps us contained in our homes—maybe for months—is already changing our relationship to government, to the outside world, even to each other. Some changes experts expect to see in the coming months or years might feel unfamiliar or unsettling: Will shopping centers stay closed? What will become of restaurants? Will movie theaters go bankrupt?

Enter your faculty mentor's name. Add a short description of your project in the "Abstract" field. This does not need to be a full scientific abstract. **Check with your mentor** if you are not sure how much information to include.

Comments

Additional text to be displayed on index page.

Comments

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The main file is a video commentary about my research.

Attached as a supplemental file is a poster summarizing my findings.

This research was also presented at the Detroit Undergraduate Economic Summit (DUES) on February 15, 2020.

Recommended Citation ⬅ This step can be skipped

Digital Commons automatically generates recommended citations for all submissions. To override the default suggested citation, please enter citation information below.

Enter additional information in the "Comments" field. Include other places where the research has been presented, grants associated with the project, etc. If uploading a video or audio file, include the length of the presentation.

5. You are now ready to upload your file(s).

As a reminder, please make your presentation one file whenever possible. If you needed to add supplemental files, continue to the step 6 below:

6. Add supplemental files with descriptions. (This screen only appears if you checked the box in step 5). **Do not add files if your presentation materials are restricted to campus-only access**. After submitting your presentation, you will have the option to revise, if needed, or make another submission.