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Overview

The Student Paper Contest (SPC) is SPEs primary student competition to highlight an individual student's technical merit. Through the review of abstract, presentation and question and answer session, a panel of judges review sole-authored papers and supporting presentation to find the most innovative, relevant and well researched papers across SPE.

The rules and information in this document are to aid the participation and organization of National Student Paper Contest. <u>Please note that this event does not guarantee a spot at the Regional Championship</u>, once the Nationals are run independently.

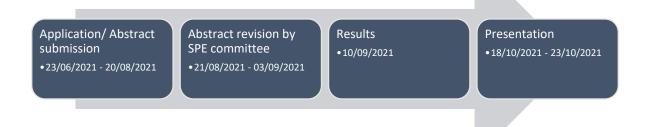
Updates

Following recent travel restrictions relating to COVID-19, the SPE Brazil Section has approved various changes to the National Student Paper Contest which will place more importance on the Abstract and the technical content of presentations given. In addition to raising the standards of the contest overall, these changes will allow a fairer comparison between physical and virtual presentations.

SPE Brazil Section reserves the right to update the rules and regulations at any time, but we will make all efforts to ensure participants and potential applicants are made aware of these changes. For any questions or queries relating to this program please contact us at spectrazil@gmail.com.

Competition Process

The basic overview for participating in the SPE Student Paper Contest is shown below:





The following explanations will not be considered a sufficient reason to move to another contest; Failure to meet submission deadlines, being unaware of contest dates, matters of convenience, conflict or clash of timings.

Contest Rules:

Contest Structure

- 1. A regional contest is normally conducted in three separate divisions: Undergraduate, Master's and PhD.
- 2. If a Masters or Doctoral Paper contests do not meet the minimum requirement of three contestants, in either category, then it will be combined in a unique Graduated contest.
- 3. In the event of a combined Masters/PhD division it should be made clear to the judges which contestants are of what level within a merged category. This ensures that they judge each student accordingly to their level of ability, however only one winner will result from a combined contest.

Entrance Requirements

- 1. Contestants must be SPE Members in good standing at the time of application and still be in good standing at the date of the contest.
- 2. If the student has already graduated, it must have been less than 2 months before the contest. The student must send a proof of university enrollment at registration. Thus, a student graduating in August 2021 must compete by October 2021. The student should only present work carried out at the educational level that corresponds with the division in which they are competing, regardless of whether they have gone on to a higher level of education. For example: a student who has earned a degree as an undergraduate less than twelve months before the Regional Contest, and has proceeded into a Master's degree, can still compete in the undergraduate division but must only present work carried out as an undergraduate. If a student wins within his/her division at a Regional Contest, he/she will compete at the International Contest within that same division and present work on the same topic which was presented at the Regional Contest.
- 3. Each student can only compete in one of the divisions; therefore a student in the situation mentioned in the previous item has to choose either the undergraduate level, or the graduate level.
- 4. Students are not required to be a member of an SPE Student Chapter in order to participate in the contest.
- 5. Students must be eligible to compete in the contest in accordance with the USA and EU Sanction laws which SPE operates by: http://www.spe.org/about/laws.php.



- 6. All applications will be vetted by SPE Staff before consideration. Final rulings on questionable eligibility will be made by SPE Brazil Section. Please direct enquiries to spcspebrazil@gmail.com for any concerns.
- 7. Only one entry per student, per year will be accepted. Multiple abstracts or entries to the SPC within the same year will not be accepted.
- 8. A student may participate in SPC more than once across several years, and in the same category, as long as they still meet all other eligibility requirements and do so with new and previously unpresented paper as per Rules of Form and Content of Presentation/Paper

Entrance and Participation Procedures

- 1. Each participant must adhere to the procedures and deadlines established by SPE Brazil Section and that of this document.
- 2. The participant must submit the abstract (as template provided at the SPE Brasil website), the complete paper will not be required. Failure to provide this by the required deadlines will result in expulsions from the contest.

TIP: More information and templates can be found at http://www.spebrasil.org/pt/downloads/documentos/

- 3. Students must provide all that is requested from them by SPE Brazil Section by the deadline provided. Failure to provide a form or paper that is asked of them may result in a forfeit of their place in the contest.
- 4. This year, students are required to do their presentation virtually through a platform of SPE Brazil Section's choice. If a student is unable to participate in the contest virtually, it will be automatically disqualified.

Rules on Form and Content of Presentation/Abstract

- 1. Only single-author presentation/papers are eligible, jointly written or coauthored papers are not permitted. The definition of sole or single-author is
 a student that has written the presentation/paper independently even
 though other researchers or contributors may have been involved in the
 project or subject matter. Researchers and contributors, such as supervisors
 or tutors who assisted the project, must be acknowledged within the paper
 and presentation but not as an author.
- 2. A presentation/paper should present, as completely as possible, the original work of the author in planning the investigation, performing the work, interpreting the results, and preparing the presentation/paper. Submitting or presenting others work as your own, or your own previously published work, will result in removal from the contest.
- 3. The subject of a presentation/paper must be related to petroleum engineering, which is defined as the application of basic and engineering sciences to the finding, development, and recovery of oil, gas, and other resources from wells.



- 4. A presentation/paper based on course work, including theses and dissertations, is eligible.
- 5. At time of submission, the presentation/paper must not have been accepted for publication in any SPE peer-reviewed journal or presented at previous official SPE Regional Student Presentation/Presentation. (Papers presented at Student Presentation/Paper Contests sponsored by universities, SPE sections, or other organizations are allowed.)
- 6. The presentation/paper <u>must be presented in the English</u> language, the official language of SPE.
- 7. Abstracts must be submitted in a <u>typed form in English</u> and follow the structure below:
 - a. An abstract should be about 225-425 words and include the following elements:
 - i. **Title:** provide a short and informative with familiar terms.
 - ii. **Objectives/Scope:** Please list the objectives and/or scope of the proposed paper.
 - iii. **Methods, Procedures, Process:** Briefly explain your overall approach, including your methods, procedures and process.
 - iv. **Results, Observations, Conclusions:** Please describe the results, observations and conclusions of the proposed paper.
 - v. **Novel/Additive Information:** Please explain how this paper will present novel (new) or additive information to the existing body of literature that can be of benefit to and/or add to the state of knowledge in the petroleum industry.

TIP: More information on how to write an abstract can be found at https://www.spe.org/en/authors/resources/write-abstract/

- 8. The presentation may not exceed 20 minutes and it is suggested that it does not last less than 10 minutes. The time allowed for questions will be at the discretion of the moderator, questions will only be invited from the judging panel, not from the audience.
 - TIP: The students who have been selected to compete will have between 10-20 minutes for their presentation and that the exact time they will have will be confirmed to them nearer to the contest date once final numbers and the schedule have been determined.
- 9. If presenting virtually you must adhere to the guidance and format requested by SPE Staff. Virtual Presentations will consist of a pre-recorded video, followed by a live videoconference Q&A session following the same time criteria as the physical contest. The format of this video will be your presentation slides as the sole visual element, and your unaltered verbal presentation as the sole audio element. In order to ensure fair comparison between physical and virtual presentations, if the submitted video does not meet with guidelines by the deadlines given, this may result in expulsion from the contest. The template for the presentation will be sent within the contest acceptance confirmation.



Selection of Judges and Moderators

The host group / SPE Staff are responsible for:

- Selecting a "review panel" to review abstracts where a contest is openapplications (not applicable where Chapters submit representative candidates).
- Selecting judges to review abstracts and oral presentations on the day of the contest.
- Providing a non-voting moderator for the presentations.
- Ensuring all judges and moderators are up to date with contest procedures and rule updates.

The following guidelines apply to the selection of judges for the contest:

- A minimum of three and a maximum of six judges should participate for each division of the contest. It is recommended to recruit more than the minimum number of judges to account for potential drop outs.
- Preferably an odd number of judges should participate in case of a tie break situation.
- It is recommended to have only one judge per university where possible to address any (perceived) conflicts of interests.
- Judges in the undergraduate division must hold at least an undergraduate degree in engineering or applied science. Judges in the master's division must hold at least a master's degree. Judges in the PhD division must hold a PhD degree.
- A balance among representatives from different technical disciplines including research, production, management, and education should be considered in selecting the judges.
- Each judge must be a member of SPE.

Selection of Contestants

- 1. In contests of open applications, students of that region shall receive notification of the call for abstracts and the deadline by which they must submit their abstracts, and any other necessary forms, and who to submit them to. The review panel then must choose from the abstracts which contestants will proceed to the regional contest to compete. Abstracts will be submitted to the review panel anonymously to protect members of the review panel from potential conflicts of interest. In contests of open applications, the review panel shall confer via phone or email to select the finalists to present at the contest, as well as the alternates should a finalist be unable to present.
- 2. Some SPE Chapters may decide to host their own preliminary contest in order to prepare the representants of their university in the contest. In these cases, Chapters shall receive notification of the call for abstracts and the deadline by which they must submit their candidates, their abstracts, and any other



necessary forms, and who to submit them to. Chapters may then host their own paper contests or applications to select their candidates for the contest.

Judging of Presentations and Selection of Winners

Judges must use the official SPE Student Paper Contest judge score form (sent previously by SPE Brazil Section) in evaluating contestants' presentations and must adhere to the following voting procedures:

- Following each presentation, judges must score each speaker on the Official Judges' Score Form, retaining copies of all sheets until the session is completed. Based on the scores the judge will rank each presentation in order of preference. This ranking should be recorded on the Judges Ranking Sheet and given to the Moderator. In the event of a tie score the judge should determine which they prefer to rank higher.
- Based on the judges ranking, a score is allocated to each contestant per judge.
 For example in a contest of 10 people the top ranked place will get 10 points,
 and the lowest ranked will get 1 point. Each judge will complete a ranking
 form which will be given to the Moderator after all presentations have been
 viewed.
- Each judges' ranking score is recorded on the Official Moderator's Score Card by the Moderator at the end of the contest to collate the ranking scores.
- The Moderator(s) will check the results with SPE Staff or the Judges (if no staff are available) to confirm the top participants. The result should be agreed by the panel of judges before being announced.
- There is no provision for tie votes; ties must be resolved by the judges.
- Winners are to be named as follows:
 - If there are six or more contestants in the division, first-, second-, and third-place winners shall be named.
 - o If there are four or five contestants in the division, only first- and second-place winners shall be named.
 - If there are only three contestants in the division, only a first-place winner shall be named.
- Judges individual scores will not be shared to participants, however Judges feedback or ranking can be provided to students where appropriate to assist them with the continuous development of their presentation skills.

Awards and Funding

The winners of each division will receive cash prizes. The prize amounts will be allocated as follows:

- In case of two ranked positions in a division:
 - o First place should receive 60% of prize money;



- Second place 40% of prize money.
- In case of one ranked position in a division:
 - o The first place should receive all of the prize money

The winners of each division will receive half of the prize in the week after the National Contest. They will receive an email with the instructions and the needs for the payment.

And the second half of the prize will be paid, individually for each winner, in the moment that the participant proves its acceptance for the SPE Latin America and Caribbean Student Paper Contest in 2022. A copy of the acceptance e-mail sent by SPE will be consider a valid proof.

In case the SPE Latin America and Caribbean Student Paper Contest 2022 does not happen for any reason, the second half will still be paid for the winners. The payment will be done in the moment of the cancelation of the event.