

## Steps to Upload Poster and Video to Site.

- 1) Locate the Congratulations Email titled #MS\*\*\*\*- Student Research Symposium- Daytona Beach
- 2) At the bottom of the message you will see a hyperlink under "The current version of your event is available here:"

The screenshot shows an email from Wesley F Lewis, dated Fri 3/27/2020 1:03 PM. The subject is "MS #1482 - Discovery Day - Daytona Beach". The email body contains information about the event, including registration links for Friday, April 3 and Monday, April 6. It lists instructions for during the event: 1) Share your poster via social media, and 2) Interact with participants by answering and asking questions via the blog. A red box highlights the text: "The current version of your event is available here: <https://commons.erau.edu/cgi/preview.cgi?article=1482&context=discovery-day>". Below this, it says "You may also preview your event on that page. To submit revisions, use the revise submission link on that page." The email is signed off by the Office of Undergraduate Research.

- 3) The link will take you to ERAU Scholarly Commons Landing Page
- 4) Log in using your ERNIE Login

The screenshot shows the ERAU Scholarly Commons website. The header includes the logo for Embry-Riddle Aeronautical University and the text "SCHOLARLY COMMONS". Below the header is a navigation bar with links for HOME, ABOUT, FAQ, and MY ACCOUNT. The main content area is divided into three sections: "Conference Home" with a list of links (Abstract Scoring Rubric, Poster Check List, Poster Instructions, Poster Scoring Rubric, Sample Abstracts, Contact Us), "Login" with fields for Email address or ERNIE Login (ex: smithj45) and Password, and "Create new account" with a "Sign up" button. A reCAPTCHA "I'm not a robot" checkbox is also visible.

- 5) Once logged in you will be taken to the your presentation landing page.

[Revise event](#)[Administrator view](#)[Preview event](#)[Manage additional files](#)[My account](#)[Log out](#)**Title:** Public Education Capital Outlay and Debt Service (PECO) Trust Fund: Policy Recommendation to Increase Revenue**Authors:** Journal Submitter (*Embry-Riddle Aeronautical University*)**Status:** accepted**Current File(s):****Abstract:**

The state of Florida finances the building of the state universities' and colleges' physical plants through a variety of dedicated funding sources. One of the primary funding sources is the Public Education Capital Outlay Debt Service (PECO) Trust Fund, which services 67 public school districts, 28 public colleges, 12 state universities and other public entities (CITE). Since 1992, PECO has been able to provide \$20 billion dollars for capital projects (FL Dept. Ed. 2019a; FL OEDER, 2019b). The PECO fund relies on the sale of bonds and dedicated tax revenue from Gross Receipts Tax (GRT) that comes from a 2.52 percent Communications Service Tax (CST) and 2.5 percent Gross Receipts Tax on Utility Services (FL Dept. Revenue, 2019a,2019b; FL OEDER, 2019a). The fund has been unable to meet the demand of needed physical plant construction due to decreasing revenues from the CST and the states decreasing willingness to issue new PECO bonds (Garcia, 2016).

- 6) From this page you will be able to add your poster PDF, video or link to your video hosted by Canvas Studio.
  - a. If you are going to post your PDF and video to the website please see How to Upload Video and Poster to Website.
  - b. If you are using Canvas Studio to host your video, please see how to Post Canvas Studio and Poster to the Website Section.

## To Upload Video & Poster to Website

	File Type	Size Limit
Poster	PDF	Keep it compressed, 2-5 MB
Video	Most video files especially MP4	30 MB- Anything larger you will need to upload to YouTube.

- 1) Ensure your files are formatted to the stated requirements.
- 2) Click on Revise Event and follow these steps to upload your PDF poster first.

Discovery Day - Daytona Beach

**Revise event**

Administrator view

Previous event

Manage additional files

Log out

**Title:** Public Education Capital Outlay and Debt Service (PECO) Trust Fund: Policy Recommendation to Increase Revenue

**Authors:** Journal Submitter (*Embry-Riddle Aeronautical University*)

**Status:** accepted

**Click on Revise Event Button**

**Abstract:**

The state of Florida finances the building of the state universities' and colleges' physical plants through a variety of dedicated funding sources. One of the primary funding sources is the Public Education Capital Outlay Debt Service (PECO) Trust Fund, which services 67 public school districts, 28 public colleges, 12 state universities and other public entities (CITE). Since 1992, PECO has been able to provide \$20 billion dollars for capital projects (FL Dept. Ed. 2019a, FL OEDER, 2019b). The PECO fund relies on the sale of bonds and dedicated tax revenue from Gross Receipts Tax (GRT) that comes from a 2.52 percent Communications Service Tax (CST) and 2.5 percent Gross Receipts Tax on Utility Services (FL Dept. Revenue, 2019a, 2019b, FL OEDER, 2019a). The fund has been unable to meet the demand of needed physical plant construction due to decreasing revenues from the CST and the states decreasing willingness to issue new PECO bonds (Garcia, 2016).

### 3) Scroll Down to Upload Poster/Video Section

abstract, poster, and/or presentation through Scholarly Commons. Would you like to opt out of open access?

I agree to my presentation materials being visible on the internet through Scholarly Commons

I do not agree to my presentation materials being visible on the internet through Scholarly Commons

**COMMENTS**

**Upload Poster / Video**

Upload file from your computer

Import file from remote site

Link out to file on remote site

Please upload the full text of your submission:

Browse... No file selected.

Did this research project receive funding support (Spark, SURF, Research Abroad, Student Internal Grants, or Ignite Grants) from the Office of Undergraduate

No

Update Submission

Reason for Update

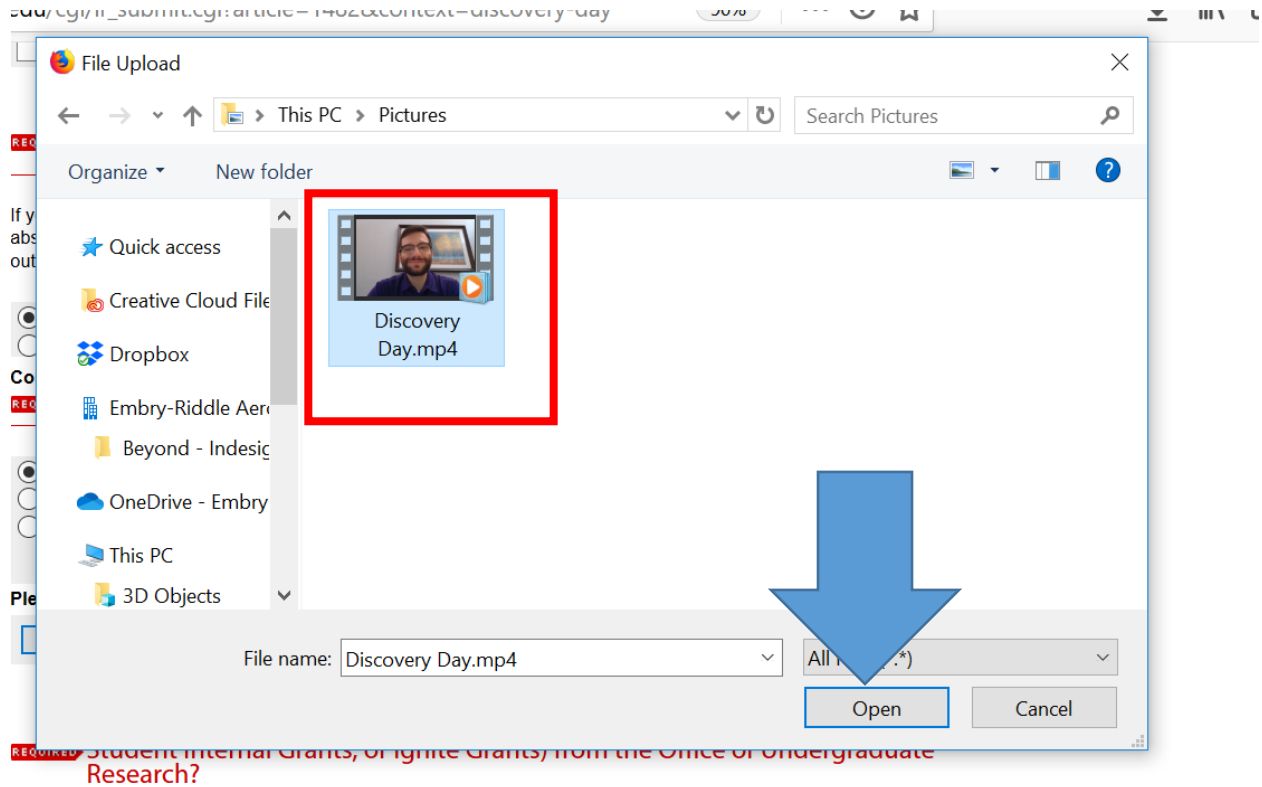
Cancel Submit

This may take a while. Please only click once.

1) Click on Upload from your computer.

2) Click Browse to select file.

- 4) Click on Upload file from your computer.
- 5) Click Browse



No

- 6) Select the file and click open
- 7) Fill in "Reason for Update"
- 8) Select Submit- Only Click Once and do not close window

Please upload the full text of your submission:

Browse... Discovery Day.mp4

**REQUIRED** Did this research project receive funding support (Spark, SURF, Research Abroad, Student Internal Grants, or Ignite Grants) from the Office of Undergraduate Research?

No

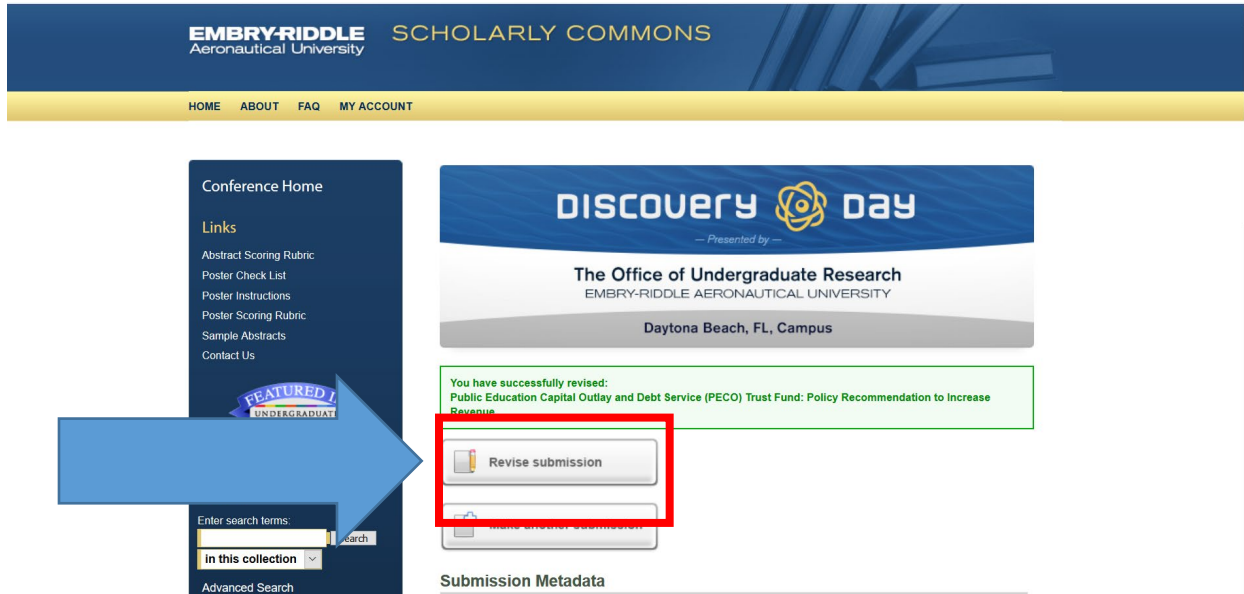
**Update Submission**

Reason for Update  
Uploading Video- Wes Lewis

Cancel Submit

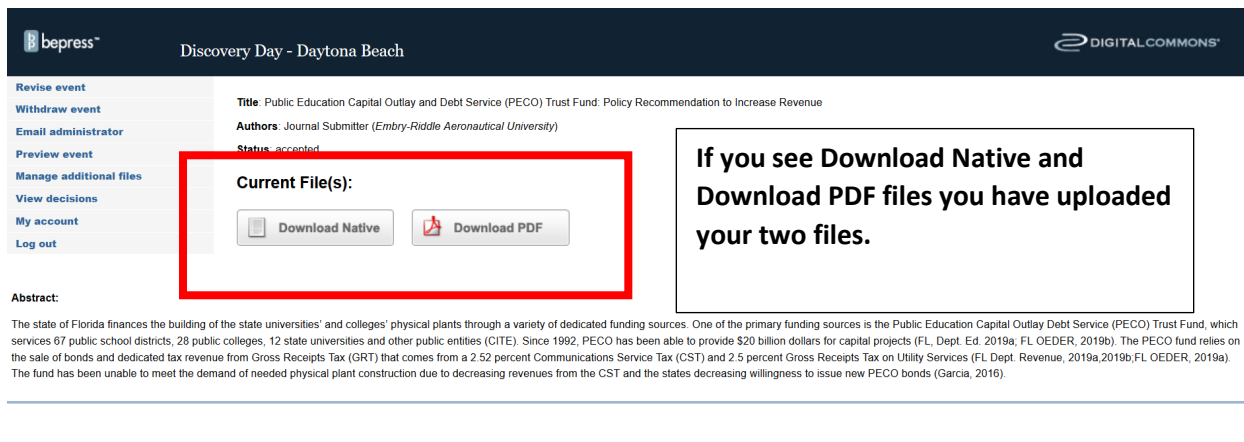
This may take a while. **Please only click once.**

9) Once upload is complete you will get this screen



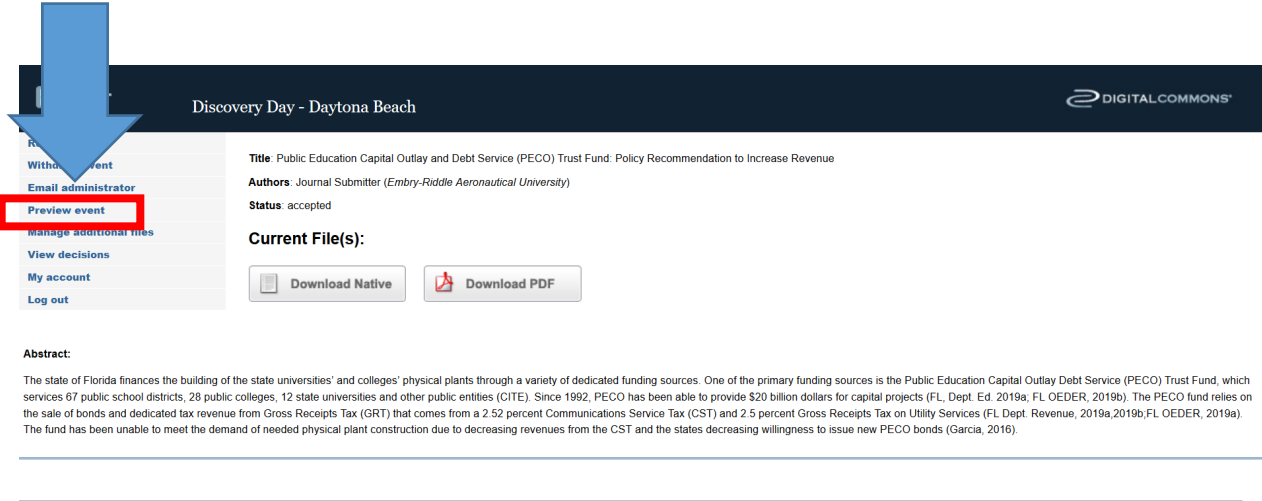
10) Click on Revise Submission to submit your next file following the same steps for your video.

11) Once you have uploaded your poster and video, you can click on the link on the acceptance email to return to the Your Discovery Day Menu. The Screen should look like this, showing Native File and PDF. Once you have both files you are done.



## To Preview Your Presentation Page

- 1) From this page you can preview your webpage to see how it will look once published.



Discovery Day - Daytona Beach

DIGITALCOMMONS

Without comment

Email administrator

**Preview event**

Manage additional files

View decisions

My account

Log out

Title: Public Education Capital Outlay and Debt Service (PECO) Trust Fund. Policy Recommendation to Increase Revenue

Authors: Journal Submitter (*Embry-Riddle Aeronautical University*)

Status: accepted

Current File(s):

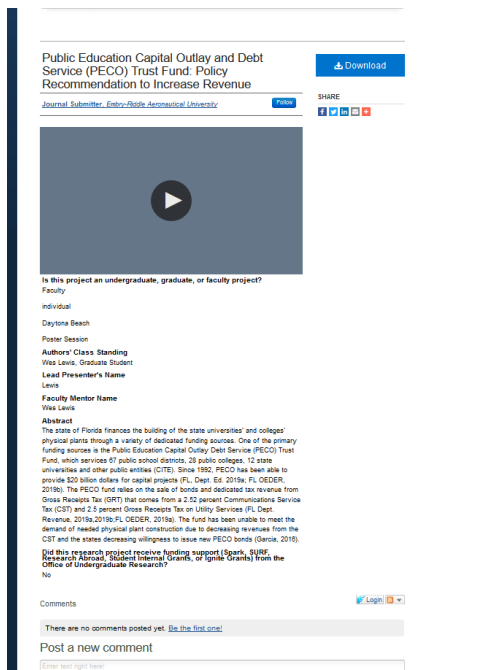
Download Native

Download PDF

Abstract:

The state of Florida finances the building of the state universities' and colleges' physical plants through a variety of dedicated funding sources. One of the primary funding sources is the Public Education Capital Outlay Debt Service (PECO) Trust Fund, which services 67 public school districts, 28 public colleges, 12 state universities and other public entities (CITE). Since 1992, PECO has been able to provide \$20 billion dollars for capital projects (FL Dept. Ed. 2019a; FL OEDER, 2019b). The PECO fund relies on the sale of bonds and dedicated tax revenue from Gross Receipts Tax (GRT) that comes from a 2.52 percent Communications Service Tax (CST) and 2.5 percent Gross Receipts Tax on Utility Services (FL Dept. Revenue, 2019a,2019b,FL OEDER, 2019a). The fund has been unable to meet the demand of needed physical plant construction due to decreasing revenues from the CST and the states decreasing willingness to issue new PECO bonds (Garcia, 2016).

- 2) Click on Preview Event
  - a. Should have your video
  - b. PDF Viewer



Public Education Capital Outlay and Debt Service (PECO) Trust Fund. Policy Recommendation to Increase Revenue

Download

Journal Submitter, *Embry-Riddle Aeronautical University*

SHARE

Is this project an undergraduate, graduate, or faculty project?

Faculty

Individual

Daytona Beach

Poster Session

Author's Class Standing

Web Level, Graduate Student

Lead Presenter's Name

Level

Faculty Mentor Name

Web Level

Abstract

The state of Florida finances the building of the state universities' and colleges' physical plants through a variety of dedicated funding sources. One of the primary funding sources is the Public Education Capital Outlay Debt Service (PECO) Trust Fund, which services 67 public school districts, 28 public colleges, 12 state universities and other public entities (CITE). Since 1992, PECO has been able to provide \$20 billion dollars for capital projects (FL Dept. Ed. 2019a; FL OEDER, 2019b). The PECO fund relies on the sale of bonds and dedicated tax revenue from Gross Receipts Tax (GRT) that comes from a 2.52 percent Communications Service Tax (CST) and 2.5 percent Gross Receipts Tax on Utility Services (FL Dept. Revenue, 2019a,2019b,FL OEDER, 2019a). The fund has been unable to meet the demand of needed physical plant construction due to decreasing revenues from the CST and the states decreasing willingness to issue new PECO bonds (Garcia, 2016).

Did this research project receive funding support (Spark, SURF, Research Award, Student Internship Grants, or Ignite Grants) from the Office of Undergraduate Research?

No

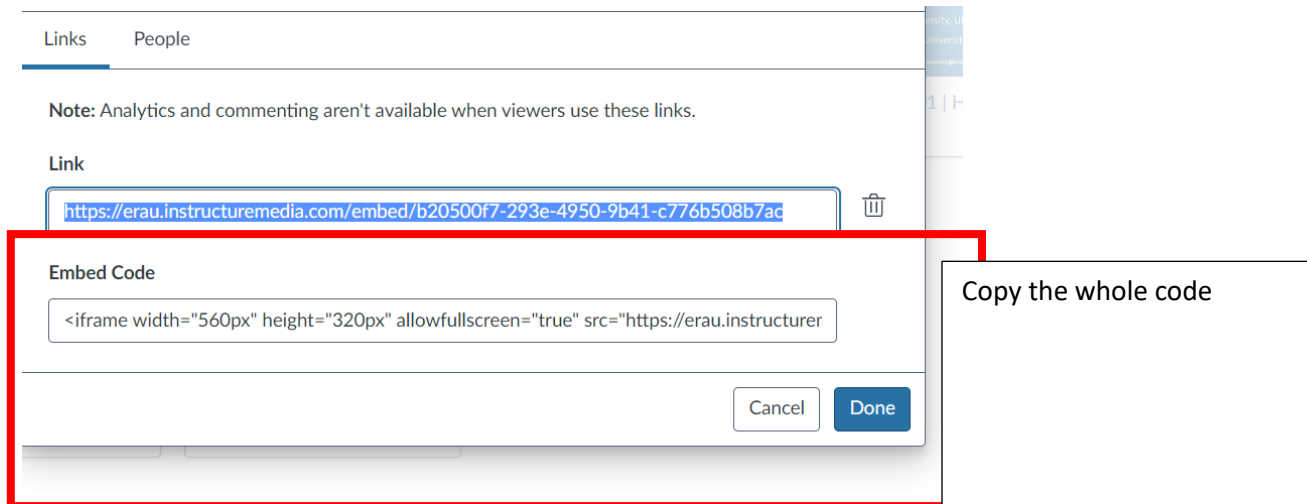
Comments

There are no comments posted yet. [Be the first one!](#)

Post a new comment

## To Upload Poster & Canvas Studio

- 1) Ensure you have uploaded your video to Canvas Studio & created the public hyperlink.
  - a. Guide to How to Record
    - i. <https://community.canvaslms.com/t5/Studio/How-do-I-record-a-video-with-a-webcam-in-Canvas-Studio/ta-p/1687>
  - b. Guide to How to Record a Screen Capture
    - i. <https://community.canvaslms.com/t5/Studio/How-do-I-record-a-screen-capture-video-in-Canvas-Studio/ta-p/1706>
  - c. Digital Studio How to Record and Share Video on Canvas Studio
    - i. <https://www.youtube.com/watch?v=2PUhEs1WCtQ&list=PLmCQTALONGGV9hg1a2l8eThArUSqaR2UT&index=3>
  - d. Copy The Embed Code for your Video

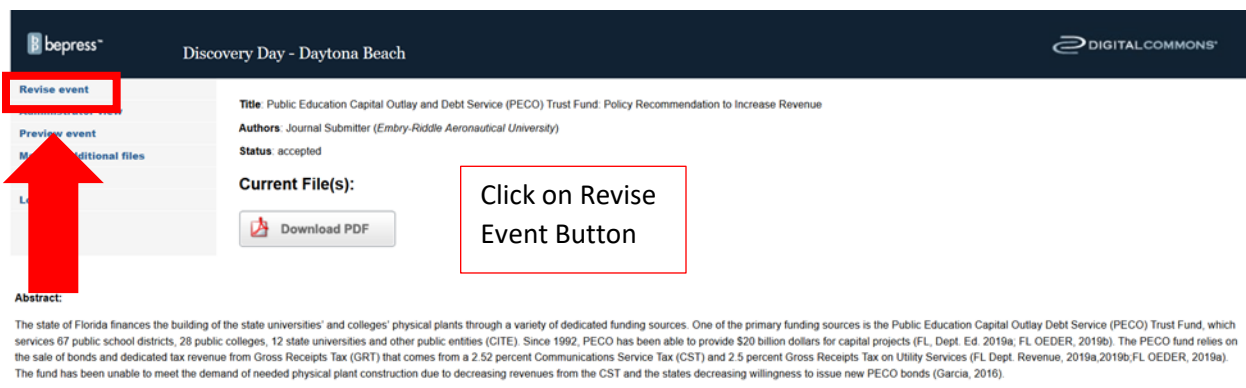


The screenshot shows the Canvas Studio interface with a dialog box for embedding a video. The dialog box has a red border and contains the following elements:

- Links People
- Note: Analytics and commenting aren't available when viewers use these links.
- Link: <https://erau.instructuremedia.com/embed/b20500f7-293e-4950-9b41-c776b508b7ac>
- Embed Code: `<iframe width="560px" height="320px" allowfullscreen="true" src="https://erau.instructuremedia.com/embed/b20500f7-293e-4950-9b41-c776b508b7ac"></iframe>`
- Buttons: Cancel, Done

A callout box on the right side of the dialog box contains the text: "Copy the whole code".

- 2) Click on Revise Event and follow these steps to upload your PDF poster first.



The screenshot shows the Bepress website interface for a Discovery Day event in Daytona Beach. The "Revise event" button is highlighted with a red box and a red arrow. The event details are as follows:

- Title: Public Education Capital Outlay and Debt Service (PECO) Trust Fund: Policy Recommendation to Increase Revenue
- Authors: Journal Submitter (Embry-Riddle Aeronautical University)
- Status: accepted
- Current File(s): Download PDF

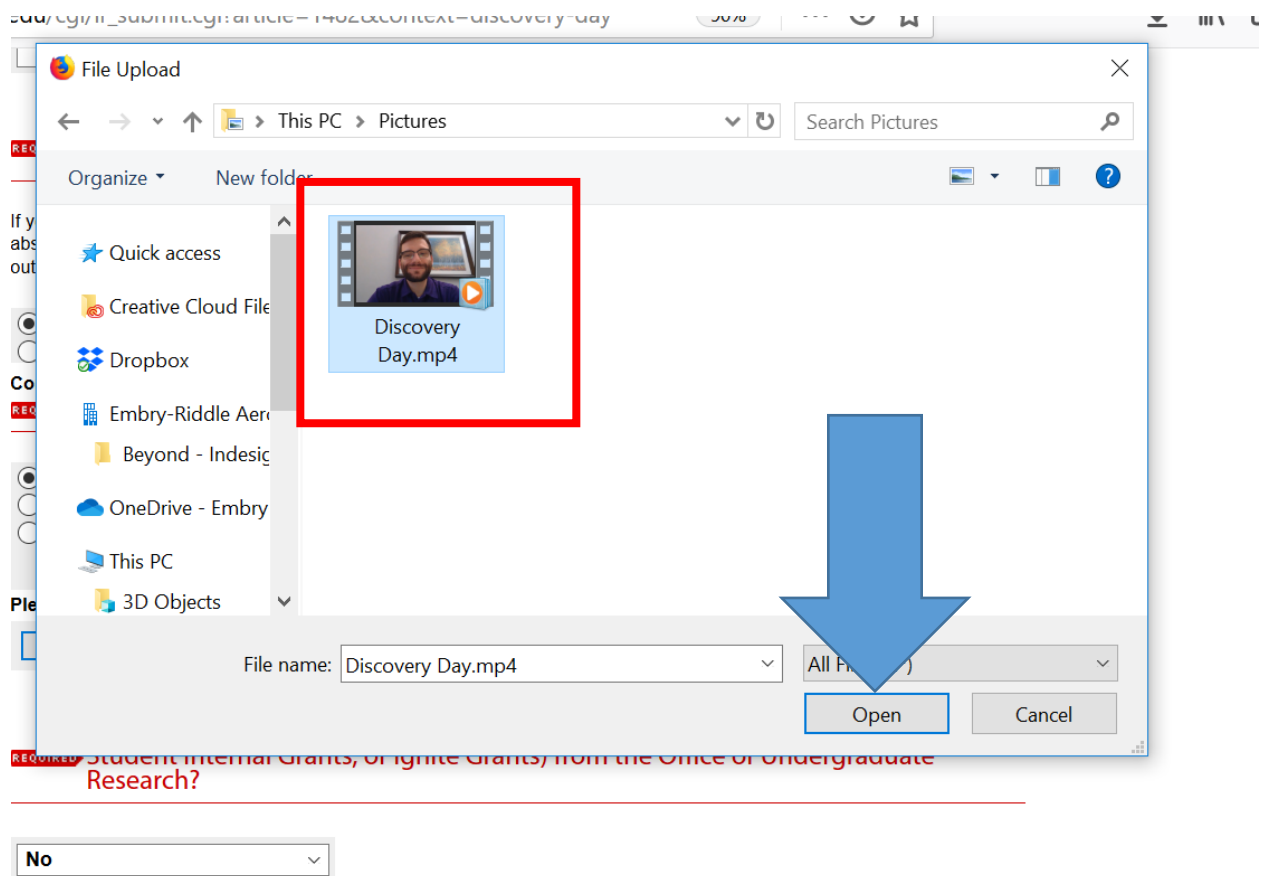
An abstract is provided below the event details:

**Abstract:**  
The state of Florida finances the building of the state universities' and colleges' physical plants through a variety of dedicated funding sources. One of the primary funding sources is the Public Education Capital Outlay Debt Service (PECO) Trust Fund, which services 67 public school districts, 28 public colleges, 12 state universities and other public entities (CITE). Since 1992, PECO has been able to provide \$20 billion dollars for capital projects (FL Dept. Ed. 2019a; FL OEDER, 2019b). The PECO fund relies on the sale of bonds and dedicated tax revenue from Gross Receipts Tax (GRT) that comes from a 2.52 percent Communications Service Tax (CST) and 2.5 percent Gross Receipts Tax on Utility Services (FL Dept. Revenue, 2019a, 2019b; FL OEDER, 2019a). The fund has been unable to meet the demand of needed physical plant construction due to decreasing revenues from the CST and the states decreasing willingness to issue new PECO bonds (Garcia, 2016).

### 3) Scroll Down to Upload Poster/Video Section

- 1) Click on Upload from your computer.
- 2) Click Browse to select file.

- 4) Click on Upload file from your computer.
- 5) Click Browse



- 5) Select the file and click open



- 6) Fill in "Reason for Update"
- 7) Select Submit- Only Click Once and do not close window

Please upload the full text of your submission:

Browse... Discovery Day.mp4

**REQUIRED** Did this research project receive funding support (Spark, SURF, Research Abroad, Student Internal Grants, or Ignite Grants) from the Office of Undergraduate Research?

No

Update Submission

Reason for Update  
Uploading Video- Wes Lewis

Cancel Submit

This may take a while. Please only click once.

- 8) Once upload is complete you will get this screen

EMBRY-RIDDLE Aeronautical University SCHOLARLY COMMONS

HOME ABOUT FAQ MY ACCOUNT

Conference Home

Links

- Abstract Scoring Rubric
- Poster Check List
- Poster Instructions
- Poster Scoring Rubric
- Sample Abstracts
- Contact Us

FEATURED UNDERGRADUATE

Enter search terms: Search

in this collection

Advanced Search

DISCOVERY DAY

Presented by

The Office of Undergraduate Research  
EMBRY-RIDDLE AERONAUTICAL UNIVERSITY  
Daytona Beach, FL, Campus

You have successfully revised:  
Public Education Capital Outlay and Debt Service (PECO) Trust Fund: Policy Recommendation to Increase Revenue

Revise submission

Submission Metadata

- 9) Click on Revise Submission to submit the link to the video.

- 10) Scroll down to Embed URL
  - a. Past "Canvas Studio Embed text

Hour 00 ▾ Minute 00 ▾ Day -- ▾ Month -- ▾ Year

Speaker Image URL

Embed URL Header

**Embed URL**

Full Text of Presentation

Upload file from your computer  
 Import file from remote site  
 Link out to file on remote site

Past your Canvas Studio Embed Code

- 11) Fill in "Reason for Update"
- 12) Select Submit- Only Click Once and do not close window

Please upload the full text of your submission:

**Discovery Day.mp4**

**REQUIRED** Did this research project receive funding support (Spark, SURF, Research Abroad, Student Internal Grants, or Ignite Grants) from the Office of Undergraduate Research?

Update Submission

Reason for Update

This may take a while. **Please only click once.**