Presentation Guidelines

Presenting Papers

At the NRHC conference, papers are typically part of a three- or four- person panel session that lasts 75 minutes. Each student presentation should be 10-12 minutes long to ensure everyone is heard and time is left for questions and answers. A moderator will be assigned to introduce the speakers, manage time and facilitate those questions. Reading your paper straight from the page is discouraged. It is much more powerful to summarize the material from your paper and highlight key points, so make sure you rehearse and plan your presentation. Typically one page of double-spaced written text takes about 2 minutes to read, so a paper of 5-6 pages maximum is a good place to begin your preparation. If you have been assigned to a room with audiovisual capabilities for your paper presentation, be sure to bring a flash drive loaded with it as a backup. Don’t just rely on emailing it to yourself.

PowerPoint Guidelines

Developed by Steve Snow, these guidelines are essential reading for anyone planning to give a PowerPoint presentation. If you will be able to use A/V for your presentation and this is your 1st Presentation – or your 100th – these are great tips to keep in mind and to keep your audience awake! View Presentation

Poster Presentation Guidelines

The basic guidelines for Poster Presentations at NRHC are available here: NRHC POSTER GUIDELINES. Expanded guidelines are also available here: Expanded Guidelines on Poster Designs
Roundtable Guidelines

The opportunity to lead a roundtable discussion requires you to be an active listener, to seek common ground as well as to restate the “table’s” differences. This format offers participants an opportunity to both share an idea and interact with others immediately so as to better understand that idea’s full implications.

For the 2017 NRHC Roundtable sessions, you have an opportunity to explore your knowledge and interests with like-minded colleagues, to practice diplomacy and seek common ground. While roundtable submission topics are open-ended, you are encouraged to remember the theme of this year’s conference, *Bridging the Divide*. What divides
fascinate you as a researcher? In what ways can the concept of bridging differences be applied to different disciplines?

Roundtable presentations are intended to enable students in different disciplines from different colleges and universities to have the chance to explore related concerns, questions, and topics. Roundtable presenters should be aware of and respect the following guidelines:

1. Participants should limit their presentations to a brief five-minute summary of their projects. They should be prepared to engage in discussion and consider connections between their work and that of the other presenters at the table.

2. Presentations should be made by individuals or by pairs of students. For larger projects involving several students, separate proposals should be submitted addressing different aspects of the project. An attempt will then be made to distribute these presentations at different tables to help ensure a lively discussion addressing several related topics.

3. Presentations and discussion will be guided at each table by a moderator. Participants should be responsive to the guidance of the moderator and be willing to share discussion time with the other participants at their table.
Dress

Bring Appropriate Clothing for the various events.

*City as Text* and Student Events: Casual clothing is best, including comfortable walking shoes for *City as Text*. *Banquets and Presentations*: Business Casual is fine, but you may choose to dress formally if you wish – there’s nothing wrong with being overdressed! *Take a look at the weather and be prepared!* What if *City as Text* day brings rain? (Or snow! As it did in Portland, Maine two years ago.) And you don’t want to be wearing winter clothes if it’s 80 degrees out!