



Guidelines for HYBRID PRESENTATIONS

NOTE: These guidelines are for those who will be presenting in a HYBRID session. If you will be participating in a IN PERSON, click [here](#) to access those instructions.

Hybrid sessions will have, both, remote and in-person presentations as well as remote and in-person audiences. Remote audience members in hybrid sessions will be able to engage with the in-person presenters (and vice versa). In most hybrid sessions, at least half of the presenters will be in-person to ensure an engaging experience for all participants

Conference Schedule: The detailed conference schedule is [here](#). You can search the conference schedule by individual name, session name or paper title. Additionally, you can search by session format to view which sessions will be offered Hybrid vs. In Person.

Conference Registration: Please register for the conference. Note: any presenter not pre-registered for the conference by September 16 may be dropped from the program. Registration is most easily done online through the link on the conference website at www.arnova.org

Presentation Time: These sessions will take place concurrently with virtual and in person sessions and are 90 minutes. Paper sessions: If you are in a session with 4 papers, you will each have 12 minutes to present; if in a session with 3 papers you will have 15 minutes. This timing is critical so that there will be time for audience questions and discussion and time for you to get valuable feedback, so plan your presentation accordingly. Session chairs will enforce the time limit. There is no limit to the length of your paper, and you can choose to bring copies with you but they are not required.

Audio-visual Equipment & Technology: LCD projectors, laptops and livestreaming technology will be available to all presenters in the hybrid rooms. Presenters can bring their presentation on a flash drive and their presentation will be broadcast into a virtual zoom room during the session. Those in the zoom room and physical meeting room will be able to hear each other and see the zoom presentation. Zoon links will be sent closer to the conference to those presenters who will be presenting virtually.

Paper and Panel Sessions - Sharing of Papers: In order to make it more likely that every presenter at our Conference get high quality feedback on their work and to prepare for better discussion in our sessions, we ask all presenters who are presenting in a paper or panel session to send a copy of their paper in advance to the other presenters and the chair for their session. In October we will send you an email that includes contact information for your Session Chair along with the others who will be presenting in your session. At that time, we ask you to get a copy of your paper to those other people by **November 1**.

Colloquium, Lightning Research Roundtable & Professional Development Workshops: are not required to produce a paper for the conference but the group is expected to come to the conference with a comprehensive summary of the topic, pre-determined questions to be answers by the speakers and time for questions at the end.

Lightening Research Roundtables: will feature 5-7 presenters who will present the highlights of their empirical project in 5 minutes (problem area, research question, methods overview, top findings, brief implications). Each roundtable will be assigned a discussant, providing feedback on the work as well as questions intended to push both presenters and audience members in thinking about emerging themes and innovations in the topic area. These sessions are intended to be generative and include more audience involvement than traditional paper sessions. In lieu of a paper, roundtable presenters are required to submit to the discussant written answers to pre-arranged questions by **November 1st**.

Conference Theme Sessions: These sessions will be a roundtable discussion organized around the conference theme. Accepted submitters will need to submit by **November 1st** a 750-1000 word essay.

Program Change Requests

If you have an update you need to make to the conference program complete the [Program Change](#) Request Form by **October 7th**.