

## Presentations

Panel presentations serve as venues for scholars to present abstracted (i.e., short) versions of their projects to public audiences. You will be placed in a panel with two other student presenters and a chair (faculty/staff) to introduce the panelists, monitor the time, and lead the discussion following the three presentations. Please arrive 15 minutes prior to your panel, and plan to stay for your entire panel.

In your **10-minute** presentation, you should present orally key elements of your project. What you choose to present depends upon the type of project you have prepared. If you are presenting a research project, you may want to state your hypothesis or research question, describe your method, present your findings, and explain your conclusions. Keep in mind that your audience may not be from your discipline; thus, your presentation should make sense to them, even if they do not understand the specific details of your project.

Practice delivering your presentation aloud (to yourself or others) so that you/others will hear how your language sounds. If you plan on reading your paper verbatim, keep in mind that it typically takes a person two minutes to read one 8 ½ x 11 page of double-spaced 10-12 size font. Thus, you need to limit your pages to about 5 pages. Please practice to stay within the time limits. The chair will allow you to go to 12 minutes, but then will stop you firmly but politely with a “time’s up; stop.”

If you wish to use visual aids (e.g., PowerPoint slides), please email your PowerPoint presentation to the chair of your panel, who will then load it onto his/her H-drive for easy downloading on the day of the conference. Check the program on the *Liberal Arts in Action* website (<http://tinyurl.com/d7sme6t>) for your assigned time. Your chair will contact you as the date approaches. If you do not hear from your chair, please check the website.

Need help? Talk with your faculty advisor or contact the Oral Communication Center for help in preparing for this experience (<http://www5.wittenberg.edu/academics/occ.html>). If you have questions, please check first with your faculty advisor. You may also contact Dr. Waggoner ([cwaggoner@wittenberg.edu](mailto:cwaggoner@wittenberg.edu)) or Dr. Hasecke ([ehasecke@wittenberg.edu](mailto:ehasecke@wittenberg.edu)).