

Conference Guidelines

This year's conference will be held through Zoom. You need to log into your account to access the Zoom link and the password for each panel. Once you are logged in, click on the itinerary on the left column to view all panels, abstracts, and Zoom links.

All the attendees, including the audience, need to register to the conference. If you are inviting peers or family members to your panel, make sure remind them to register for the conference on our website.

If there is any problem with access to panels during the day of conference, our information desk will be open between 8-11AM & 12:15 PM-4:30 PM. You can enter the information desk at this link: <https://illinoisstate.zoom.us/j/93625539382> (no password required).

For Presenters

You may have never presented a paper at a conference previously, and you may be nervous, but most people who present are nervous also. So, try to relax and try to relate to the other people by talking about something you have researched and understand well.

Do not read from your paper, as a presentation read from a paper does not stimulate thought or promote discussion as well.

- You have 11-14 minutes to speak about your paper. The time depends how many others are presenting on your panel. In panels with 4 presenters, each presenter will have 11 minutes, while in panels with 3 presenters, each presenter will have a maximum of 14 minutes. Please stick to this time limit in order to respect other's time.

You can use PowerPoint slides in your presentation. Please make sure your PowerPoint presentation is open on your computer, and use the Share Screen feature to share your Powerpoint presentation with everyone.

Practice your presentation in advance. Be sure that your presentation will be within the time restraints. You may have to omit portions of your paper, but this should not be of detriment to the integrity of your topic. It never hurts anyone to practice a presentation. If possible, give the presentation to a group of friends, a professor, or a tape recorder!

Do not forget to arrive at least a few minutes before your session. As a courtesy to the other speakers, you are expected to be present for and participate in the entire session to which you have been assigned.

After your Presentation:

Each panel has been assigned a chair and a discussant; they are all students. The discussants have read your paper and will present feedback to the papers after the presentations. They will then facilitate discussion, in a Q&A format, with the audience.

For Discussants and Chairs

An important part of political science is dialogue and discussion. We encourage this throughout the conference and hope that discussion lasts far beyond the conference.

Both chairs and discussants (and anyone else who wishes) should make recommendations of deserving papers for the Best Paper Awards. Email your recommendations to Dr. Yusuf Sarfati (clpalme@ilstu.edu) after the conference.

The chair manages the proceedings, welcomes the audience, introduces the presenters and discussant, makes sure presenters do not go on for too long, directs questions from the audience. The chairs will also remove attendees who are being disruptive to the panel from the Zoom session.

After participants have completed their presentations, we allow for a period of discussion. Discussants serve to bridge the gap between the presentation and subsequent discussion. Each discussant will have maximum 15 minutes (for all the papers combined) to ask questions of the presenters or highlight important aspects of the presentations.

Specific Guidelines

Discussants: make sure to read and review the paper prior to the conference. Discuss the ideas and content of the paper with your academic peers, or professors. If you are unsure about any aspect or source of the paper, make sure to obtain this knowledge prior to the conference. Note important themes and concepts. Compare the paper to other papers of similar nature that you may have read pertaining to political science. Develop questions, if necessary, and have a sense of what you may want to highlight during your portion of time after the presentation.

Make sure to practice. Seems simple, but if you are unsure of the rhythm and speed of your presentation, then you may be prone to speak too long, or too quickly.

You may disagree with the presenter, but do not forget to be courteous. Remember, you are there to help foster an intellectually stimulating discussion.