Dear Presenters,

Thank you for your participation at our conference. The intent of this message is to clarify a few details around the presentations and our expectations.

**Slide Presentations:**
One of the goals of this conference is that the presentations have some degree of uniformity in terms of structure. To that end we ask that if you are using Power Point or Prezi that the presentation consists of a limited number of slides or equivalent (this does not necessarily apply to Posters). Consider that best practices in conference presentation dictates at maximum one slide per 60-90 seconds, with less than 5-6 short bullet points per slide. Thus, given that presenters will be held to 12 minutes (with 5 minutes for questions), having no more than a total of 10 slides (including title and reference) is conducive to an effective and more efficient presentation. In addition, make sure that the slides are just a “guide” for your presentation, rather than a basis from which you read from. All presenters are asked to share their presentation prior to the conference with your advisor or other faculty from your department.

**Strands-General:**
If you are presenting in the Conceptualization, Research-in-Progress, Fireside Chat, or Poster Presentation categories we want to emphasize that this is an opportunity for you to engage in a dialogue exchange with conference participants about your work – thus, this is an opportunity to share your emerging ideas and insights and get valuable feedback from your audience (see poster details at http://www.gonzaga.edu/Academics/Colleges-and-Schools/School-of-Professional-Studies/Degrees-Programs/PhD-Studies/Student-Information/Current-Students/FAQs-for-Current-Students.asp#10). Because this is a learning opportunity for you and for participants, there is no expectation for a finished, polished, or completely designed study or idea. What you might like to do with your presentation time is lay out for participants where you are, and/or what you are thinking, and/or where you want might want to go. Therefore, the most valuable time for you will most likely be in the question/answer and dialogue segment to help move your idea forward. Please also consider using the elements of the framework outlined below for the Completed Research strand as a basis from which to work.

**Strand-Completed Research:**
If you are presenting Completed Research, we ask that your presentation consists of no more than 12 slides and that you include the following:

- Statement of the research problem (why is or was this topic relevant and interesting?)
- Statement of the Purpose of the Study
- Explication of the conceptual framework
- Research Questions & Methodology
- Findings & Conclusions

Again, thank you for agreeing to participate in this conference. We are hoping that this experience is a rich and rewarding one for everyone involved.

Sincerely,

Leadership Studies Faculty