Dear Presenters,

Thank you for agreeing to present at our conference. This note is to clarify a few details around the presentations and our expectations.

**Slides.** One of the goals of this conference is that our presentations have some degree of uniformity in terms of structure. To that end we ask that if you are using media that no presentation consists of more than 5 Power Point slides or equivalent (this does not necessarily apply to Posters). We would prefer that the 5 slide presentations be reserved for the Completed Research presenters. 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 with conference participants about your work – it is an opportunity to share your emerging ideas and insights and get valuable feedback from your audience. 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 we thought 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. If this takes you 10, 15 or 20 minutes that’s just fine. The most valuable time for you likely will be in the question/answer and dialogue segment. You also might profit from using elements of the framework outlined below for the Completed Research strand.

**Strand: Completed Research.** If you are presenting Completed Research, we ask that your presentation consists of no more than 5 slides and that you include the following:

- Statement of the problématique (why is or was this topic relevant and interesting?)
- Statement of the Purpose
- 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