

# INSTRUCTIONS FOR PRESENTERS

## TO ALL THE PACSLRF PRESENTERS

The presenters in all categories are asked to come to the room for their presentation 15 minutes before the session starts (a session comprises of 3 successive presentations for oral presentations) so that the session chair can give presenters the necessary information.

### 1. TO PRESENTERS AT STUDENT WORKSHOP, ORAL PRESENTATIONS AND COLLOQUIA

Each room is equipped with a Windows computer, a projector, a screen, and speakers. All presenters can save their presentations on the computer in the room, or use a flash drive (USB). Presenters may use their own computer.

Presenters are also advised to test the connection of their computers / USB to the AV facilities of the room and hand presentation handouts (if any have been prepared) to the session assistant. He/she will distribute them upon the start of each presentation.

The following are the instructions for presenters of each category.

#### STUDENT WORKSHOP

The student workshop is intended to serve as a platform for discussion of ongoing research within any aspect of second language research. Students will make a 10-15-minute presentation. These sessions are not intended to be

polished presentations of completed studies but for students to receive substantive feedback on work-in-progress. The presenters will be asked to send a draft to a designated discussant (TBA by the middle of August), who will lead a 10-15-minute feedback/discussion session on the work following the student presentation.

## ORAL PRESENTATIONS

Presenters will make a 20-minute presentation which is followed by 10-minutes discussion.

## COLLOQUIA

Colloquia allow for extended discussion on a particular topic that are organized for 90 minutes (i.e., one whole session). Colloquium organizers must designate the specific time block for the proposed colloquium. Because the purpose of this format is to foster dialogue among attendees, time should be allocated for extended audience discussion of the papers presented.

## 2. POSTERS

Poster presentations have been allocated to one of the two slots below:

- (a) 13:00-14:30 Saturday, 10th September (90 minutes)
- (b) 13:00-14:30 Sunday, 11th September (90 minutes)

During the allocated time slot, all presenters are required to stand in front of their panel, give a presentation, answer questions, and talk with the audience. Presenters are recommended to provide handouts.

Panels for poster display are available from 11:00 am on Saturday, 10th September to 17:00 on Sunday, 11th September. Presenters can freely decide when to put up and take down posters during this period.

Panels can be selected freely on a first-come first-served basis. Each presenter (group) will be allowed to use one side of a panel of the following size: Width 180 cm (70.87 in); Height 120 cm (47.24 in). Adhesive tape and blu-tack can be used to display the posters on the panel. (Please note that adhesive tape and blu-tack are NOT provided by the conference committee. Presenters should bring their own.)

Poster presenters are required to remove their posters from the panels by 16:00 on Sunday, 11th September.

### 3. INQUIRY

If you have any questions, please feel free to contact us at the email addresses below:

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Student Workshop, Oral Presentations, Colloquia: [sinaga2016@yahoo.co.jp](mailto:sinaga2016@yahoo.co.jp)

Posters: [yokotahideki@yahoo.co.jp](mailto:yokotahideki@yahoo.co.jp)

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