NCECA

Overview of Presentation Formats

Presentation type	Length of presentation	Number of presenters	Q&A included in time?	Room layout & technology	About presentation types	Anticipated accepted presentations of this type
Lecture	30 or 60 minutes	1 presenter	Final 5–10 minutes of a session	●Presenter on stage ●Mic & image technology ●Audience mic	Traditional lecture format, presenter speaks from a podium. Images and videos are cued up by the technical team in the back of the room, and shared on a large projection screen on stage. Time is left for questions from the audience at the end.	30 min: 15–17 60 min: 2–3
Co-Lecture	60 minutes	2 co-lecturers	Final 5–10 minutes of a session	●Presenters on stage ●Mic & image technology ●Audience mic	Traditional lecture format, two presenters take turns speaking from a podium. Second presenter remains on stage at the table when not speaking. Images and videos are cued up by the technical team in the back of the room, and shared on a large projection screen on stage. Time is left for questions from the audience at the end.	60 min: 2–3
Panels	60 or 90 minutes	1 moderator + 2–3 panelists	Final 10–15 minutes of a session	●Presenters on stage ●Mic & image technology ●Audience mic	A moderator and **2 or 3** panelists present from a shared table on stage. Images and videos are cued up by the technical team in the back of the room, and shared on a large projection screen on stage. The moderator briefly introduces the panel and gives an overview of the topic, then introduces the first panelist. Each panelist gives a brief 5–10 minute presentation of their viewpoint/experience then introduces the next speaker. The second half of the session is a moderated discussion between the panelists on the subject matter, followed by an audience Q & A.	60 min: 5–7 90 min: 1–2
Clay Conversations	60 or 90 minutes	1–2 facilitators	Audience interaction throughout	●Facilitator and audience mingle ●Up to 2 mics provided ●No image technology	Informal networking session based on shared interest in a topic. There is no presentation equipment or recording of these sessions. Presenters will verbally introduce themselves and the topic for the group, and then facilitate group discussion.	60 min: 1–3 90 min: 1–3
Podcast	60 minutes	1 moderator + 2–3 panelists	Audience interaction throughout	●Presenters on stage ●Mic & recording technology ●Audience Mic	A moderator and 2 or 3 panelists present from a shared table on a stage set with podcast recording equipment. The group engages in a focused and lively thematic conversation and answers questions from the audience. There is no image presentation equipment for these sessions. Recordings from the Podcast Room are released after the conference.	3–5
Makers Space	60 minutes	1 presenter	Q & A throughout demonstration	●Presenter on stage with mic ●Audience mic	A 60 minute demonstration of a specific process or technique. **There is no presentation of images.** Demonstrator will be on stage wearing a mic to describe what they are doing and answer questions during the process. A close up of their process is shared via two large projection screens on stage. Electric wheel and/or table, banding wheels and other tools provided.	8–10
Clay Fab Lab	60 or 90 minutes	1 presenter	Demonstration: Q & A throughout ———— Presentation: Final 5–10 min of the session	●Presenter at front of the room, no stage ●Mic & image technology ●Audience mic	Clay Fab Lab is for demonstrations utilizing clay and computer aided design processes. The room is set with a series of tables across the front of the room so that projects may continue to progress over the duration of the conference. NCECA will make every effort to borrow requested specialized equipment and presenters may use their own computers. Presentations are given from the project table, with images and videos or closeups shared on a large projection screen behind the demonstration. Demonstrators will be wearing a mic to describe what they are doing and answer questions during the demonstration.	60 min: 6–7 90 min: 1–2
Projects Space	20 hour performance or interaction	1–3 presenters	Audience interaction throughout	●No technology ●10'x20' space with table, chairs, and electricity	Artists are assigned a 10' x 20' open space in the Gallery Expo area outside of the vendor area in the Resource Hall. Supplies for the project can be brought in, and setup occurs on Tuesday between 9am and 4pm. Volunteers will be available to assist with setup and teardown of the project. No presentation equipment or mics are supplied. Artist interacts with audience and answers questions throughout the performance/project. All materials must be completely removed from the convention center on Friday evening.	2–3
Short Form	10 minutes	1 presenter	No Q & A	●Presenter on stage ●Mic & image technology	Presenters are assigned a one hour time block and will be seated at the table onstage for the entire hour. Presentations will be cued up by the tech team in a predetermined order and presenters will take turns speaking at the podium, returning to the table after their talk. No Q & A or audience interaction.	6–8