

31st Annual Ethnography in Education Forum

Information for Presenters

Available Technology

Each room at Penn's Graduate School of Education is equipped with a computer (PC), DVD/video/CD player, overhead projector and projection. If you have prepared your presentation on a Mac, we encourage you to bring your laptop and video adapter, or to ensure that the presentation file is fully PC compatible (images, video, etc). We will have some technical assistance available on site.

Time Limits / Session Chairs

Unless you are part of a group presentation, every paper is grouped with others to form a 1 hour and 15 minute session. Presenters are allotted 15 minutes per presentation (not including set-up time), which leaves 15 minutes for discussion at the end of each session. Please be courteous to the other presenters in your session by following these guidelines. Some sessions will have a 'session chair' facilitating these guidelines. If your session is without a 'session chair', we ask the last presenter to take responsibility for keeping time with the laminated timecards in every room. Please give presenters warnings at 10 minutes, 5 minutes, 2 minutes, and stop.

Printing/Copies

If you plan to bring handouts, please bring 20 – 30 copies. There are not printing or copying services available to Forum attendees at GSE, but there are businesses with these services nearby.