



Center for Undergraduate Research Opportunities

UNIVERSITY OF GEORGIA

CURO Symposium

Guidelines for Oral Presentations

1. Each oral session will feature concurrent presentations in separate rooms with three to four presenters in each room. On **Monday, April 6, 2020** there will be four 50 minute oral sessions which will follow the Monday class schedule from 11:15am-3:20pm. On **Tuesday, April 7, 2020** there will be five 75 minute oral sessions which will follow the Tuesday class schedule from 9:30am-4:45pm.
2. Each oral session room will feature a PC laptop and a projector. **Presenters are responsible for bringing a copy of their presentation on a USB flash drive.**
 - Internet access is **NOT AVAILABLE**. Make sure to have **ALL components** of your presentation on the flash drive.
 - No Macs are available, and personal laptops cannot be accommodated.
 - Any piece of equipment can fail. Please be prepared to present, even if the equipment fails. A tech support person will be assigned to each room to assist presenters in loading and running their presentations.
3. You should arrive a minimum of 15 minutes before the start of your assigned session to:
 - check-in at the registration desk and receive your name tag and Program
 - find your assigned room
 - introduce yourself to the session convener
 - consult with the assigned technology support staff about presentation equipment
4. You will have 15 minutes for your presentation. This should include 1-2 minutes for your faculty mentor to introduce* you and talk about the context of your research, **10-12 minutes for your presentation, and 1-3 minutes for Q & A**. This schedule will be strictly adhered to in order give all presenters the opportunity to talk about their research.
 - *If your faculty member cannot attend, the convener will introduce you.
5. Each session must begin and end on time. A convener will be assigned to your session to assist with logistics and timekeeping.
6. Stay throughout the entire session to support your fellow CURO presenters. Encourage friends and family members to stay throughout the entire session.
7. All presenters should attend the Keynote Address on Monday, April 6 from 3:30pm-4:30pm and the Poster Session starting at 4:30pm.