

SESSION FORMATS

At SEFI 2020 you will be able to present your short or full paper by one of the following session formats:



General info on session formats

Authors are encouraged to be as innovative as they would like as long as they remember the time window they have. If an author wishes to do something different that relies on technology, they should make this known to the conference organizers at the earliest opportunity to ensure that the smooth running of a session is not impacted.

Symposium (8 + 12 minutes contributions) - particularly indicated for reporting results, presenting new concepts or work in progress. Submissions will be grouped based on topic. The format allows for discussions among the presenters and the audience.

Authors are allowed 5-8 minutes to introduce the focus of the problem to the audience. The use of PowerPoint is not mandatory. Authors shall capture the key points they wish to convey in a maximum of 5 slides. After the introduction, the session chair will facilitate 12-15 minutes of discussion. If the topics are closely related, the session chair, with the agreement of the authors well in advance of the session, may choose to have the paper introductions together at the start of the session followed by a longer integrated discussion about the papers.

All papers presented in the symposium sessions will be made available ahead of time and audience members will be encouraged to have read them to ensure that a full discussion can take place.

Workshop (40, 60 or 80 minutes) - requires the presentation and discussion of practical issues. It promotes group work, hands-on and brainstorming activities during the given time.

Several techniques are possible. It is advisable to have a short joint kick-off followed by group work or other active formats.

Presenting authors can bring artefacts that are closely related to the topic of their full paper (e.g. demos, simulations, teaching & learning materials or tools). The use of PowerPoint or equivalent is discouraged.

All short or full papers presented in this way will be made available ahead of time and audience members are encouraged to have read them to ensure that they get full benefit from the activities.

Default workshops are 40 minutes to allow for the many expected workshops. You need to make a strong case to opt for a longer time-slot. If you need substantial more time, contact the conference organisers as there are some options for tailored pre- or post-conference workshops.

Oral presentation (15 + 5 minutes)

This format represents the standard oral presentation format.

Authors will be allowed a period of 15 minutes in which to present their paper followed by 5 minutes of questions from the audience to clarify and probe the work presented.

The 15 minutes of presentation can make use of PowerPoint or equivalent, but this is not strictly necessary.

Session chairs will indicate the 3, 2 and 1 minute points before the presentation needs to finish. At 15 minutes the session chair will stop the presenter regardless of whether they have finished. After the 15-minute presentation, the session chair will facilitate 5 minutes of questions and discussion about the paper.

Poster pitch (30 seconds) and poster session

In order to help conference attendees to identify the poster presentations that are most relevant to their areas of interest and to raise the profile of the poster sessions, each poster session will be preceded in the conference programme by a Poster Pitch session.

Each poster author will be asked to prepare and submit a single slide to the conference organizers. ***Please submit the slide for poster pitch no later than 1 September.*** The slide will be on a standard power point template and will include the title of the paper, the authors' name and affiliation and room for a single graphic or a small block of text (a quote, a series of bullet points etc).

The organizers will take care of chaining the slides into a single presentation for the Poster Pitch session.

The Poster Pitch session will take place in plenary and prior to the scheduled Poster session. After a brief introduction from the session chair, each poster author will be allowed **30 seconds** to briefly 'pitch' their poster to generate interest amongst the conference attendees. At this point, the authors should not be asked questions; they can be asked when attendees view the posters during the scheduled session.

Layout of the poster

We advise format A0 printed in glossy, normal paper or textile with portrait (vertical) orientation. We advise to limit the text in favor of figures and diagrams. You are welcome to take inspiration from *cartoon-like posters*.