

Guidelines for Presenters

1. You must be a member of the national American Academy of Religion in order to participate in panels and activities of the American Academy of Religion/Western Region.
2. Panelists may present only one paper per conference. This is in order to spread limited time slots and spaces available to as many participants as possible.
3. Once your paper has been officially accepted, and you have confirmed your presence on the panel, please maintain professional integrity by following through on your commitment to participate. When you cancel at the last moment, or in the months preceding the conference, you have denied another scholar the opportunity to present a paper.
4. Papers are normally 20 minutes in length. This comes to about nine typed double-spaced pages (in 12 point Times Roman). Please be considerate of other panelists by editing your paper to fit within the allotted time.
5. The session moderator will be giving you time cues, usually with 5 minutes to go, 2 minutes to go, and "Wrap Up!" These are to help you keep track of the time, and finish in a timely manner so that all panelists may be heard, and that discussions may occur.
6. It is helpful to send a copy of your paper in advance to the Section Chair and/or to the panel respondent. If a formal response is expected or required, you should submit your paper at least two weeks prior to the conference.
7. A good guideline: be considerate of other people's time and effort -- it is just as valuable as your own time and effort.