

UCOWR/NIWR Annual Water Resources Conference

Oral Presentation Guidelines

Before your session:

- Arrive 10 minutes before your session begins and introduce yourself to the moderator.
- Bring your PowerPoint presentation on **USB** and load it onto the laptop either before your session begins or during one of the breaks throughout the day.

Time:

- Full-length Talks: Each speaker is allotted 15 minutes, including time for questions. Prepare a 13-minute presentation and allow 2 minutes for questions.
- Lightning Session Talks: Each speaker is allotted 5 minutes to present. Once all talks in a segment are given, a question and answer period with all presenters will utilize the remaining time.
- Special Cases: Some special sessions have talk times different from the standard format. Please check the program for time allotment (<https://ucowr.org/conference/conference-program/>).
- **Presentations will start at your designated time.**
- Moderators will hold up time cards to notify when time is getting short. Adjust your talk accordingly if you begin to run out of time. If your time is up, ask the attendees to save their questions for the break that follows your session.

Equipment provided:

- Windows laptop with Microsoft Office connected to a LCD TV Screen

Please note:

- **Presentations should be prepared in PowerPoint in Widescreen format.**
- Wifi is available in meeting rooms. However, we cannot guarantee reliability.
- Water will be available for speakers in meeting rooms.
- If technical problems arise, the moderator will send someone to the registration desk for assistance.

Students:

Student presentations will be judged and monetary awards will be given for First, Second, and Third place. Awards will be mailed after the conference. See page 2 for the judging criteria.

Questions? Before the conference, contact the UCOWR office: ucowr@siu.edu or 618-536-7571. During the conference, please see the staff at the registration desk.

UCOWR thanks you for sharing your work and making this conference a success!

Student Oral Presentation Judging Criteria

	Poor	Fair	Good	Very Good	Excellent
Content					
The study shows originality	1	2	3	4	5
The study design and methods are appropriate for the study purpose	1	2	3	4	5
Conclusions are based on presented results	1	2	3	4	5
Subtotal	/15				

Organization and Visual Appeal

The objective or hypothesis is clearly stated	1	2	3	4	5
Information is organized in a logical manner	1	2	3	4	5
Visual aids, tables, and/or graphs are readable and effectively display findings	1	2	3	4	5
Subtotal	/15				

Presentation and Reasoning

The student is able to explain concepts clearly and offer meaningful insights	1	2	3	4	5
The student answers questions effectively	1	2	3	4	5
The student presents a professional demeanor, displays confidence, and speaks with sufficient volume	1	2	3	4	5
The student stays within allotted time and uses time effectively	1	2	3	4	5
Subtotal	/20				

TOTAL	/50				
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