

Guidance for EUSEA26 formats

Hello

Thank you for participating in the EUSEA26 conference. We are very excited to celebrate our 25th birthday with you. Below you will find useful information about how we will run each session format.

Poster Pitches.

Please create your posters in portrait A0, and bring a physical copy of your poster when you register. You can get your posters printed in Luxembourg, and we would recommend the following printers - <http://www.multiprint.lu/> - which has a print shop near the venue (3 Av. du Rock'n'Roll, 4361 Esch-Belval Esch-sur-Alzette, Luxembourg).

These physical posters will be presented in a common area of the conference, and you can feel free to take some time during the conference breaks to present your poster to any interested conference goers.

The poster pitches will happen in the relevant conference room (see programme for more details), where you will be able to share either a digital version of your poster or a single PowerPoint slide, which can be used as a visual aid for you share your work. These posters and slides will be added to the laptop present in the room - if possible, please be able to share these digital assets when you register on the first day of the conference. Each room will be fitted with a laptop, projector, and microphone.

The poster pitches will be facilitated by EUSEA board member Andrea Brunello, who will introduce each of the poster presenters, using the information provided when your contribution was submitted. Each pitcher will be given three minutes to provide a little taster about their work, and encourage further conversations after the session.

If you have any further questions, please contact chris.styles@eusea.info

Horizon talks

You are recommended to create a PowerPoint presentation for your horizon talk presentation, if you have any other hands-on props, these are always a welcome addition. Please bring your presentation on a USB stick when you register; the appropriate files will be transferred to the laptop in the presentation room. When registering, please also mention if you will be using any additional videos or music, as these may require a change in the setup of the equipment in the rooms.

Each of the horizon talks sessions will be facilitated by a member of the EUSEA core team, who will introduce each presenter using the information provided when your contribution was submitted. If this has changed, please inform the facilitator before the start of the session. Each room will be fitted with a laptop, projector, and microphone.

Each horizon talk is allotted 8 minutes, and the speaker will be given an audio warning when 1 minute remains. After the 8 minutes, you will be encouraged to finish your final thoughts, and then we will move on to the next speaker.

Once all the horizon talks have been presented, each speaker will be welcomed to join a panel at the front of the room, and the floor will be open to questions and comments.

If you have any further questions, please contact chris.styles@eusea.info

Scenario workshops and Dialogue session

These sessions are self-facilitated, although additional support is available; the activity is managed by the presenters.

If you have a PowerPoint presentation or visuals to be presented via a laptop and projector, please share these when you register, and these will be made available on the laptop present in the room. Please let us know if you are using video or music, as this may require adjustments to the room's settings. Each room will be fitted with a laptop, projector, and microphone. If you need any additional resources, please inform the conference team with as much notice before the conference as possible, and we will try to accommodate these needs as much as possible.

You are welcome to rearrange the tables and chairs in the room as needed. If you need any assistance setting up the room, please contact a member of the EUSEA team beforehand. The walls are coated with a special paint, so you can use **Non-permanent dry erase markers on them.**

We encourage hands-on and participatory work during these sessions, so if you have any print-outs or other materials, please have them ready for your session.

If you have any further questions, please contact chris.styles@eusea.info