



## Midwest Academy of Management 2021 Annual Conference

### **Guidance for Presenters of Traditional Papers**

The traditional paper sessions are 65 minutes long at this year's conference with a maximum of five papers in each. Each paper will be allowed 10 minutes with the remaining 15 minutes at the end for discussion and Q&A.

One of the presenters in each session is identified to serve as the Session Chair for the session. The Chair will identify herself/himself to the presenters and audience, keep time, generally direct the presentations, and facilitate discussion at the end. Sometimes things don't go smoothly due to tech hiccups, etc. and in such case Session Chairs may modify the guidance in a manner that is fair and equitable to all presenters. Note that St. Ambrose University faculty will be on standby just outside the conference rooms to help with any tech issues; please ask for help.

***All presenters are asked to bring their presentations on USB drives and have them ready for presentation ahead of time.***

Due to the removal of some papers or withdrawal of papers by authors after the program was put together, some sessions may contain fewer papers. On behalf of the Midwest Academy, thank you!

### **Guidance for Presenters of PDWs & Symposia**

The PDW and symposia sessions are 65 minutes long at this year's conference. The organizers of the PDWs and symposia will self-organize their session, such that they conduct their PDW and symposia within the allowed time.

Sometimes things don't go smoothly due to tech hiccups, etc. and in such cases PDW and symposia presenters may modify their session in a manner that fits into the available time for the session. Note that St. Ambrose University faculty will be on standby just outside the conference rooms to help with any tech issues; please ask for help.

***All presenters are asked to bring their presentations on USB drives and have them ready for presentation ahead of time.***

On behalf of the Midwest Academy, thank you!

**NOTE:** All conference rooms will have audio/visual systems, WiFi (for personal devices too), and laptops to facilitate presentations.