

dance studies association

Presenter Instructions

All presenters must adhere to [DSA Anti-Harassment and Anti-Discrimination Policy](#).

Before the conference

- If creating a presentation to share, use an accessible format that includes titles, headers, and slide numbers. A sans-serif font in at least 22 point font is recommended to ensure legibility and access. Consult this guide to [accessible presentation creation](#) for more information.
- Write [image descriptions/alt text](#) for any images, videos, charts, or other important visual information in your presentation.

Before the session

- Presenters are *not* expected to read all panelists presentations ahead of time.
- Arrive 15 minutes early to the room where the session will be held.
- Identify your co-presenters and moderator and introduce yourself to them and make sure they have met one another.
- Pre-test your technical setup. If you need help connecting presenters' equipment, please seek the assistance of the moderator, and/or technical support personnel.

During the presentations

- As a reminder, individual papers will be 15-minutes per paper *plus* thirty minutes at the end for collective Q&A.
- Please proceed according to the order listed in the schedule unless otherwise requested (attendees often session-hop to hear presentations of particular interest).
- Be sure to use the microphone, if one is present. This is important for access purposes.
- Describe out loud any important visual information like images, videos, charts, etc. This provides access for attendees unable to see your presentation.
- Roundtables, Lecture-Demonstrations, and Workshops may take variable formats. Please check the schedule for time limits.

- You must stick to your assigned time, as a courtesy to all conference presenters and attendees. Moderators and/or conference administration may end your presentation if go over the allotted time.

After the presentations

- The Moderator will facilitate and moderate the Q&A session following the presentations and call on audience members who have questions.