

Atlanta Research Conference

Frequently Asked Questions

General Conference Questions:

Are presenters/attendees required to officially “register” for the conference?

No, official “registration” is not required for the Atlanta Research Conference. Rather, there will be a “Registration/Welcome” table (starting at 9:30am), where presenters and attendees can pick up a Conference name badge & a printed copy of the program. Additionally, there will be an optional sign-in sheet that student attendees can sign, as some instructors of courses do offer credit for attending the Conference.

Can I invite guests to my presentation? And/or can other non-presenters attend the conference?

Yes, and yes! We encourage all Mercer faculty and students, along with other guests, to attend the conference regardless of whether they are presenting or not.

What does the Opening Session at 10am include?

The Opening Session provides a brief Welcome/Introduction to the Conference and then the announcement of the Swilley Library Research Award Winners.

Additionally, the opening session typically involves a Keynote Address. This varies from year to year and specific information for the upcoming ARC will be posted on the Conference website.

If my poster/presentation is during a session at 1:30pm, am I required to arrive at 9:30am and attend the entire conference?

No, not necessarily. While we encourage all presenters and attendees to come for the entire conference to learn about the great research that other faculty and students are engaging in, it is not required, as this Conference (like many professional conferences) allows flexibility to attend the sessions that are relevant/important to you. If you’re only able to attend during your presentation time, that’s ok too. We’ll have staff at the Welcome table throughout the duration of the Conference to provide name badges and printed copies of the program.

Poster Presentation Questions:

I am presenting a poster. What does that entail and what do I need to bring for this?

You'll only need to bring your printed poster with you. We provide a foam-core board and easel along with push pins, that you'll use to pin your poster to the foam board. The foam-core board is typically 40" x 60" in size, but your poster does not need to be that size (see the question below about specific poster dimensions).

As for "presenting the poster," that entails standing by your poster and being ready to present/discuss your research with other attendees/presenters during your scheduled poster session. Poster sessions are typically more "informal" compared to lecture or talk presentations in that attendees often mingle from poster to poster during a given session.

For my poster presentation during my designated session, how exactly will I know where to hang my poster?

Listed in the Conference Program, for each poster session, individual posters are numbered (e.g., 1-28). On the day of the conference, each of the foam boards will have a printed number in the upper left-hand corner. Your allotted poster space corresponds with the number that your poster is listed as in the program. For example, if you're presenting during Poster Session 1 and are listed as #20, during that Session timeslot in the conference program, you'll find the foam board with "#20" in the upper left corner and hang your poster there.

What should the dimensions/size be for my poster?

There's some flexibility in terms of the exact size of your poster, but presenters typically aim for a 36"H X 48"W poster (in the landscape orientation). It can be smaller, as the poster does not have to fill the entire working area (which is 40" X 60"). Students should consult with their faculty or research advisors regarding poster dimensions.

Do you have any recommendations on where or how to print a poster?

Most print shops should be able to accommodate printing professional posters. For color posters, they can range between \$40-\$100, depending on the type of paper, size, etc. Black & White posters are typically more budget friendly and are a welcomed option to consider for the Atlanta Research Conference. Students should consult with their faculty or research advisors who may have recommendations for printing.

Do you have any guides/tips for "how" a poster should be designed?

Oftentimes, each discipline uses slightly different approaches/designs to create professional posters. If you're a student, we recommend reaching out to your research advisor or checking

in with your College's Conference Planning Committee Representative (as listed on the ARC website). That said, here are a few links that could be helpful as you create your posters:

Website Guides with tips on creating academic posters for conferences:

- <https://guides.nyu.edu/posters>
- <https://spie.org/news/a-practical-guide-to-conferences-part-ii-poster-presentations?SSO=1>

Previous Atlanta Research Conference Photos:

- These photo galleries from recent Atlanta Research Conferences include several pictures that provide good examples of conference posters and the set up:
 - 2023: <https://gallery.mercer.edu/Gallery/Academics/PenfieldCollege/Atlanta-Research-Conference-/2023-Atlanta-Research-Conference>
 - 2022: <https://gallery.mercer.edu/Gallery/Academics/PenfieldCollege/Atlanta-Research-Conference-/2022-Atlanta-Research-Conference/>

Lecture Session Questions:

Will there be equipment (laptop, projector, etc.) in my designated presentation room for me to display my power point slides?

Yes, each room for the lecture sessions are equipped with necessary presentation equipment such as computers, projectors, etc. All you'll need to do is bring a flash drive with your presentation saved on it. Alternatively, you may be able to access your slides from your email, but we encourage bringing files saved on a flash drive in the event of any internet outages, difficulties logging in, etc.

What else needs to be considered for a 15- or 30- minute presentation?

The main consideration is time. The ARC is on a tight schedule, so you'll need to stay within your allotted time frame. Moderators will be in each lecture presentation room to ensure that presenters are staying within their designated time.

For 15-minute presentations, this means you'll need to keep your presentation to 10 minutes, allowing 5 minutes for questions.

For 30-minute presentations, you'll need to keep your presentation to 20-25 minutes, allowing 5 minutes for questions.

Thanks again for attending the Atlanta Research Conference!