

# Arts & Humanities Conference

## In-Person Competitor Guide

### Overview:

The 2024 Arts & Humanities Conference is in person. Students competing will have 5 minutes to present their work or research the day of the competition.

### In-Person Submission Rules:

- **Abstracts and presentation slides due Friday, November 1<sup>st</sup> by 5:00 p.m.**
- Slides need to be emailed to [studentlife.gradschool@ttu.edu](mailto:studentlife.gradschool@ttu.edu). **Slides submitted after 5:00 p.m. on Friday, November 1<sup>st</sup>, will not be accepted.** We highly encourage all participants to submit their slides before the deadline to allow our team to test your presentation for errors or issues.
- Please create your presentation in PowerPoint. If your file is too large to send in an email, please send us a link to download it on OneDrive. Presentations sent as a PDF may cause blurry slides, skewed text, and loss of images.
- PowerPoint presentations should be in a 16:9 (widescreen) format.
- The day of the competition, you will check in and be directed to your presentation room. A moderator will be in the room to ensure you do not exceed the 5-minute time limit during your presentation. **Presentations that exceed the 5-minute time limit will be disqualified.**
- An introduction slide will be displayed before your presentation begins and will include your name, academic information, and the title of your presentation. The Graduate Student Life team will create this, and you do not need to create this in your presentation.
- After the introduction slide, you can begin your presentation.
- The decision of the panel is final. Judging will focus on the presentation and the student's ability to communicate research to a non-specialist audience.

### FAQ:

- **Will participating in this competition count as an excused absence?**  
Yes. All Graduate School research competitions are university-sanctioned activities and, therefore, constitute an excused absence. If you need an excuse note, please email [studentlife.gradschool@ttu.edu](mailto:studentlife.gradschool@ttu.edu) to request one.
- **I made an error on my slides; can I update it before the competition?**  
All competitors are required to submit their slides by Friday, November 1<sup>st</sup>. However, if you made an error on your submitted slides, please email us at [studentlife.gradschool@ttu.edu](mailto:studentlife.gradschool@ttu.edu) as soon as possible.
- **What should I wear for the competition?**  
We highly recommend professional business attire.
- **I don't have professional business attire. What should I do?**  
We recommend visiting the University Career Center for information on their career closet. They have a variety of business professional attire for all individuals.
- **I can't stay the entire time. What should I do?**  
Please notify Graduate Student Life at [studentlife.gradschool@ttu.edu](mailto:studentlife.gradschool@ttu.edu) as soon as possible.
- **Why are you so strict with the 5-minute time limit? Can't you give me a chance?**  
Due to the number of students and judges participating, we must adhere to a schedule.
- **My information is wrong on the intro slide/program.**  
Our staff used the information you entered on your application for the intro slide and program.



- **Can I invite my professors/friends/peers to the event?**

Yes. Please share your presentation room with guests so we can place them in the appropriate room when they arrive. Your presentation room will be sent on or before November 11<sup>th</sup>.

- **When will the winners be announced?**

Competitors will be notified via email on or before Wednesday, November 20<sup>th</sup>. Results will also be posted on the Graduate School website.

- **How many winners will there be?**

There will be a first, second, and third-place winner in each competition category.

- **I would like a copy of my rubrics from the competition. How do I get them?**

Graduate Student Life will provide competitors with a digital copy of their rubrics if requested via email by the competitor. To request a digital copy of your rubrics, please email [studentlife.gradschool@ttu.edu](mailto:studentlife.gradschool@ttu.edu). Please note that your rubrics will not be available immediately following the competition. We will begin sending scanned copies the week of November 18<sup>th</sup>.