

CURL 2025 Fall Exhibition Talk Registration Guide

The 2025 Fall Exhibition will take place on Wednesday, December 10, in the Beaver Dam.

Registration

1. Fill out this Qualtrics form to register as a speaker. Registrations are due Friday, November 28 at 11:59PM.

Note that you do NOT have to have your Powerpoint file finished by the time you register. Register as soon as you know you want to be a speaker; the final Powerpoint is due by Sunday, December 7 (instructions are at the bottom of this document.)

Presentation Development

- 1. Plan to speak for 4-7 minutes.
- 2. View the information about accessible presentations on the <u>Creating Accessible Content page of the CURL website</u>. In particular:
 - o **Ensure your text is large enough** for people in the back of the Beaver Dam and/or people with limited vision to read. It's okay if this means having more slides!
 - O **Type clear, complete points** to ensure that people who are hard of hearing or who struggle with auditory processing can follow along. E.g. "In what ways does [book title] criticize Victorian gender roles?" is clear; "[Book Title] gender roles?" is not.
 - o **Provide verbal + text explanations of graphs** in case the graph is difficult for attendees to interpret. If an image is necessary for understanding your point, describe it aloud.
- 3. Name your Powerpoint file FirstNameLastName_Title.pptx. You may use a condensed version of your title.

Presentation Submission

- 1. Open the <u>2025 Fall Exhibition Submissions</u> folder and upload your file in the "Speaker Files" folder. (Make sure it's named FirstNameLastName_Title.pptx!) **The completed PowerPoint file** is due in the public OneDrive by 11:59PM on Sunday, December 7, 2025.
- 2. In the same thread as your registration, send a copy of the Powerpoint file to <u>curl@uwo.ca</u>.
- 3. To protect against file loss, bring a thumb drive with your Powerpoint file to the Exhibition itself.

You're done! Thanks so much for participating in the 2025 Fall Exhibition. We're excited to learn all about what you've been working on!