



Types of sessions at EURAM 2015

Competitive paper sessions:

Competitive paper sessions are regular sessions where **three or four papers** are presented. Sessions will last one hour and thirty minutes (1 hour 30 minutes). Authors will be given about 10 to 15 minutes to present their work. A discussant will have about 5 to 10 minutes to provide feedback to authors. There should be 15 minutes left for deliberations, questions and answers where all attendees will be invited to participate.

The session chairperson will keep track of time as well as manage questions and discussions to ensure that the schedule is maintained, and each presenter is treated with fairness and respect.

The room will be equipped with a projector and a laptop. Nevertheless, authors are encouraged to bring their personal laptops to prevent any contingencies.

Paper development sessions:

Paper development sessions are interactive sessions chaired/moderated by an experienced scholar, in which three papers will be discussed to explore areas for further development and research. The aim of the session is to provide constructive and developmental input to authors. Inputs are mainly provided by other attending authors participating in the session, and by the session chairperson.

Each paper will be presented by a different discussant (one of the two other presenters) and will be given 10 minutes for presentation and 15 minutes for plenary discussion. The chairperson is expected to identify strengths and weaknesses of each paper and moderate the discussion by ensuring effective time management. Delegates attending the session will also be invited to participate actively and contribute to the session with constructive input.

Chairpersons will make sure that each author receives the paper that he/she must discuss in advance. Delegates planning to attend a particular paper development session are encouraged to download and read the paper in advance.

Rooms for paper development sessions may not be equipped with projectors or laptops, as these sessions are primarily aimed at putting emphasis on debate or discussion.

Roles and responsibilities in competitive paper sessions

Chairpersons of competitive paper sessions:

- Ensuring that the session starts and ends on time.
- Introducing the discussant, each author and their papers.
- Allocating time limits to authors and discussants.
- Ensuring that, each presenter respects time limits.
- Ensuring that Q&A part runs smoothly.
- Reading papers of the session.
- Coordinating the intervention of discussants.
- Coordinating with the EURAM local organizing committee

Discussants of competitive paper sessions:

- Reading papers of the session.
- Providing constructive feedback to each paper.
- Pointing to the similarities and differences between the papers of the session.
- Helping to the further development of the paper by asking useful questions.

Authors:

- Acting as session chair and discussant if requested
- Respecting deadlines
- If the paper is accepted, presenting it at the conference
- Presenting his/her paper within the time established by the organisation or the chairperson of the session -
- If for any reason the author cannot present the paper s/he should inform EURAM local organising committee before the paper is included in the final programme. (Failure to provide this information may enact EURAM the liberty to assume the “No-Show Policy” for that particular author – click [HERE](#)).

Roles and responsibilities in paper development sessions

Chairpersons of paper development sessions:

- Downloading papers that will be presented at the conference and making sure that each author knows the dynamics of the session
- Ensuring that authors know that they will be presenting and discussing the paper of another author in the session (and not their personal work)
- Ensuring that the session starts and ends on time.
- Introducing each author and their papers.
- Allocating time limits to authors.
- Ensuring that, each presenter respects time limits.
- Coordinating the intervention of the presenters
- Ensuring that Q&A part runs smoothly.
- Reading papers of the session
- Providing constructive feedback to each paper.
- Helping to the further development of the paper by asking useful questions or making recommendations.
- Coordinating with the EURAM local organizing committee

Authors:

- Acting as session chair and/or discussant if requested
- Respecting deadlines
- If the paper is accepted, presenting it at the conference
- Presenting the paper of a different author in the session and providing constructive feedback to the author(s)
- Participating in the debate and discussion to help other authors to develop their work further.
- If for any reason the author cannot present the paper s/he should inform EURAM local organising committee before the paper is included in the final programme. (Failure to provide this information may enact EURAM the liberty to assume the “no-show policy” for that particular author: Click [HERE](#)).