

Est. | YORK 1841 | ST JOHN | UNIVERSITY

Leisure Studies Association Annual Conference and 50th Anniversary 8-10 July 2025

Guidance for Presenters

Format 1: 15-minute oral presentations

For delegates who are delivering 15-minute presentations, you will be allocated a 20-minute timeslot (15 minutes to present, followed by 5 minutes for Q&A).

Presentation slides

- YSJU operates Microsoft Windows machines in teaching spaces.
- We would therefore recommend the use of PowerPoint for the purpose of presentation slides.
- Each room/space will be equipped with a desktop computer, keyboard, mouse, presentation screen and projector.
- Audio/video should also be available in teaching rooms, should this be required for your presentation.

Please note that delegates will **not** be permitted to unplug cables from networked machines in teaching rooms to display their own devices or laptops.

As such, please note that presentations will need to be either:

- 1) Emailed to conference organisers in advance of the conference (<u>lsa2025@yorksj.ac.uk</u>) by no later than the advertised deadline: close of play on 29 June 2025.
- Or, brought directly by delegates on USB sticks in which case, we would advise that appropriate steps are also taken (e.g. back-up copies) that could be accessed easily by delegates on the day, if necessary.

If you have any questions about the above, please contact the conference organisers using the details included at the end of this information sheet.

Format 2: 45-minute workshops or panel debates

- Plenty of time will be available within these sessions for workshop activities and/or panel discussions.
- The same facilities and technologies will be available in teaching spaces, as highlighted above for oral presentations.
- Depending on the nature of workshop activities, rooms will generally be setup in a standard classroom format e.g. with desks and chairs available.

Format 3: Academic Posters

- Recommended size of poster: A1
- Orientation: Portrait Format
- There are no other formal requirements for posters.
- Please note that poster printing facilities will not be available on campus at the event itself.
- If delegates wish to print and bring their own posters, please can these be "submitted" to conference organisers at the point of registration, so that these can then be taken and displayed in the selected venue.
- If delegates wish to submit their posters in advance to YSJU, please do so via: lisa2025@yorksj.ac.uk In this instance, please ensure that you have submitted your posters by the same deadline as presentations: close of play on 29 June 2025.
- Where posters are submitted to YSJU for printing, please do so in PDF format to ensure that there are no subsequent issues with formatting. Please note that YSJU cannot guarantee the quality of poster printing where other formats are used to submit.

Format 4: Documentaries

• For those who will be showing documentaries at the conference, the conference organisers will contact you directly to discuss your session and any technological requirements, etc., in more detail.

Contact details for any further questions:

As always, if you have any questions relating to any aspects of the conference, please contact: <u>lsa2025@yorksj.ac.uk</u>

We look forward to welcoming you to York in July 2025!

Dr Steven Cock (Chair of LSA 2025 Organising Committee, York St John University). **Dr Alan Johnston** (Vice-Chair of LSA 2025 Organising Committee, York St John University).