

THE ALPHA CHI

# National Convention

*Alpha Chi's signature event is a three-day multidisciplinary conference that brings together the best student scholars from across the country to share their original work, often for the first time.*



## Our Green Planet - April 5-7, 2018

Alpha Chi National Convention in Portland, Oregon

Hilton Portland Downtown, 921 SW 6<sup>th</sup> Avenue, Portland.Hilton.com

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Alpha Chi's 2018 convention will feature up to 300 student presentations, memorable keynote speakers, ideas for chapter growth, and a plethora of awards. In the middle of that, there's an afternoon free for sightseeing on your own. Enjoy one of the eco-friendliest cities in the country while contemplating this year's theme: *Our Green Planet*. Events begin on Thursday afternoon and wrap up on Saturday night with the closing gala and awards ceremony. If after reviewing this packet of planning information you still have questions, don't hesitate to call Alpha Chi's national office at 800-477-4225.

**Chapter Registration:** Starting mid-January, each chapter can pre-register its delegation via the Registration tab on the Conventions page online. All convention registration fees can be paid by credit card or check. Once pre-registered, all changes to your delegation will need to be made by phone or email to the National Office. (This registration includes registering students in Shared Doubles.)

**Registration Fees:** \$83.83 per Alpha Chi student and/or sponsor delegate for badge access to all sessions and meal events; \$159 for an all-access guest badge; \$67 each for an opening dinner or closing dinner guest pass. Guest passes may still be available for purchase after March 15, but please call the office for availability.

**Hilton Information:** The AX room rate is \$179 (with tax about \$205) for 1-4 people per night; King or Double-Double. Guestroom WIFI and Fitness Room access are complimentary. The Hilton also features an on-site, full-service UPS Store and offers valet parking services for \$45 per night; no on-site self-parking. **Alpha Chi's room rate and block are available through March 1.** Since Alpha Chi does not get unlimited access to a hotel's entire guestroom inventory, **please do not wait until March to book your rooms.** Reserve a block of rooms as soon as you have an idea of what you'll need. Later you can call the hotel to release a room or provide guest details. To reserve rooms (other than Shared Doubles), go to <https://aws.passkey.com/event/49164604/owner/4173/home> or call the Hilton Portland Downtown at 503-226-1611. Note: late cancellations and early departures will be handled according to hotel policy. Hilton check-in is at 4 p.m.; check-out at 12 p.m.

**Shared Doubles Program:** The national office will gladly arrange housing for undergrads who would otherwise have to stay in a room to themselves. The Shared Doubles Program will pair one female and/or one male undergrad from your chapter with another to share a double room for \$102.49 per night (where each gets his/her own double bed). Shared Double requests must be received and pre-paid to the national office by Feb. 15. Due to the nature of this program, these arrangements are nonrefundable after Mar. 1.

**Student Presentations:** From mid-January to February 15, students must submit their own presentation information via an online method we'll communicate in January. Prizes of \$100 will be given in at least 28 academic categories (details on separate pages).

**Deadlines:** Feb. 15 is the deadline for convention pre-registration and fee payments, student presentation entries, and Shared Doubles reservations. The deadline to request a registration fee refund is Mar. 15. (Shared Doubles nonrefundable after Mar. 1)

**MAX Light Rail**—With fares as low as \$2.50, the MAX Red Line from Portland International Airport (PDX) runs to the Pioneer Square North Station. The Hilton is a 4-minute walk from the Pioneer Courthouse Square.

**Blue Star Shuttle**—For \$14 each way, Blue Star services 4 downtown hotels. The pick-up area is at the rear entrance on Broadway between SW Taylor St and SW Salmon St, with pick-ups at 30-minute intervals between 4:20 AM and 6:50 PM. After-hour arrangements can be made by calling 503-249-1837. The driver will make an announcement in the lobby that the shuttle has arrived, if you wish to wait inside.

**Taxi**—While taxis can be very convenient, be advised that a trip to/from the airport may cost as much as \$50 by cab. You may wish to try a ride service such as Lyft.

# Tentative Convention Schedule



This tentative schedule provides an overview of the 2018 national convention. Ideally, your delegation will check in at the Hilton between 4 and 6 p.m., Thursday, staying until the closing gala is over on Saturday evening. Notice now where you'll have free time for outings and meals with other delegates. A final, detailed program will be released online in March.

It's exciting this year to be at a city-center hotel like the Hilton Downtown. A challenge with somewhat land-locked hotels is that the meeting space is often stacked on multiple floors to achieve the number of presentation rooms our conventions require. Because of that and the fact that we won't know how many presenters we'll get or how many rooms it will take to group them properly, below we provide a very tentative schedule.

As you read through this packet, you may notice we've been non-specific about the exact timing of student presentations on Friday and Saturday. We need everyone to be aware of is that our usual 15-minute presentation interval may need to be altered for 2018. The exact number of minutes each presenter will be given this year has not been finalized and could be anywhere from 11 to 14 minutes. Below we've based our schedule on a slightly increased time interval; however, this could change for the factors listed above.

## Thursday, April 5

- |                        |   |
|------------------------|---|
| <b>4:00 p.m.</b>       | <b>Portland Hilton Downtown guestroom check-in</b>                      |
| <b>3:30-6:30 p.m.</b>  | <b>AX Central for chapter delegation check-in</b>                       |
| <b>3:30-6:30 p.m.</b>  | <b>Poster forum presenters hang posters</b>                             |
| <b>6:30-7:30 p.m.</b>  | <b>Opening Banquet with address by novelist Jeff VanderMeer</b>         |
| <b>7:30 p.m.</b>       | <b>Special session for section moderators &amp; presentation judges</b> |
| <b>8:00-10:00 p.m.</b> | <b>Research &amp; Creativity Forum</b>                                  |

## Friday, April 6

- |                         |  |
|-------------------------|--|
| <b>7:00-7:30 a.m.</b>   | <b>Possible yoga or guided meditation session (BYO gear)</b>   |
| <b>8:00-9:20 a.m.</b>   | <b>Student Presentations</b><br>Up to 14 concurrent sections of student presentations grouped into rooms by academic discipline. |
| <b>9:30-10:20 a.m.</b>  | <b>Regional meetings with light breakfast &amp; coffee</b>   |
| <b>10:30-11:00 a.m.</b> | <b>Constitutional voting and announcement of Council election results</b>  |

## Friday continued...

- 11:10-12:30 p.m. Student Presentations**  
Up to 14 concurrent sections of student presentations grouped into rooms by academic discipline.
- 12:30 p.m. Lunch and sightseeing are on your own. Enjoy Portland!**
- 4:00-5:00 p.m. New National Council member orientation*
- 5:15-7:00 p.m. National Council Dinner—for outgoing, current, and newly-elected members*
- 7:30-9:30 p.m. Installation of New Council Members and Plenary Session*  
*For new and continuing Council members. A timed agenda will be distributed closer to the meeting.*
- 10:00-11:00 p.m. Portland Poetry Slam & Acoustic Sounds Session (light refreshments served)**

## Saturday, April 7

- 7:30-8:20 a.m. Regional meetings with light breakfast & coffee**
- 8:30-9:50 a.m. Student Presentations**  
Up to 14 concurrent sections of student presentations grouped into rooms by academic discipline.
- 10:00-11:00 a.m. Chapter-Strengthening Sessions**  
All delegates are asked to attend one of the several chapter workshops offered. It's suggested that chapter with multiple delegates should split up to attend as many sessions as possible.
- 11:10-12:10 p.m. Student Presentations**  
Up to 14 concurrent sections of student presentations grouped into rooms by academic discipline.
- 12:10-1:30 p.m. Lunch Break**  
There are so many local dining options in a 2-3 block radius of the hotel. There's even a block of food trucks between SW 9<sup>th</sup> & 10<sup>th</sup> Avenues.
- 1:40-2:40 p.m. Student Presentations**  
Up to 14 concurrent sections of student presentations grouped into rooms by academic discipline.
- 2:50-3:50 p.m. Student Presentations**  
Up to 14 concurrent sections of student presentations grouped into rooms by academic discipline.
- 5:30-7:30 p.m. Closing Gala**  
The convention will culminate with a dinner banquet and an address from 2018 Distinguished Alumni Award recipient, Dr. John Pistole, president of Anderson University in Indiana. The awards will continue with student presentation prize winners, national scholarship recipients, the collaborative research competition winners, and the President's Cup for Outstanding Chapter of the Year! (Winners of prizes should remain briefly so that pictures may be taken.)

**If you're checking out of the hotel on Saturday, remember the Hilton's check-out time is at noon.**

# Travel & Housing Grants for 2018 Convention Participation



We want you and your students to attend the National Convention in Portland—here are the ways Alpha Chi financially supports your delegation's participation!

## National Travel Grants

For one sponsor delegate, one student delegate (presenting or not presenting on the program), and up to three additional student presenters\*, chapters will receive grants as follows:

\$500 or \$1,000 chap. max.

**For chapters driving** to the convention, the travel grant per delegate listed above will be \$100.

**For chapters flying** to the convention, the travel grant per delegate listed above will be \$200.

*\*A travel-granted student presenter must present his or her own poster or timed presentation. If your chapter sends 3 students to make 1 regular, timed presentation, only one of those students can receive the travel grant. The only exception to this is for presenters on a Collaborative Research Competition team.*

## National Housing Grants

\$51 each per night (for up to three nights) for the voting sponsor delegate and the voting student delegate. The only subsidized nights are Thursday, Friday, and Saturday nights.

\$306 chap. max.

### To be eligible for these national grants, a delegation must:

- be registered by the deadline;
- attend the entire convention;
- lodge at the convention hotel (Hilton Portland Downtown)\*\*;
- have full-delegate participation in chapter-strengthening sessions on Saturday; and
- complete and return the official grant request that will be in the chapter's registration packet. These forms will only be collected at AX Central on Saturday starting at 5 p.m. (Checks will be mailed after a review of the grant request forms.)

*\*\*The use of online reservation services such as Expedia will exclude you from Alpha Chi's contracted room block. Hotel reservations should be made directly with the hotel or, in case of the Shared Doubles, directly with Alpha Chi. If you have questions about housing, please contact the national office at [office@alphachihonor.org](mailto:office@alphachihonor.org).*

## Additional Grants by Region

Alpha Chi is divided into seven geographic regions. Each region sets its budget for convention attendance grants and how they will be disbursed. You'll need to attend the two regional meetings held during the convention to get the forms to request your regional grants. For questions about these, please contact your Secretary-Treasurer.

- Region I** \$500 for first two delegates (sponsor or student), and \$250 per delegate for up to 3 more delegates (\$1,750 chapter max.)
- Region II** \$200 for the chapter sponsor, \$250 for the voting student delegate, and \$100 each for up to three additional student presenters (\$750 chapter max.)
- Region III** \$500 each for the chapter sponsor and voting student delegate, and \$150 for each additional student making a presentation (\$2,350 chapter max.)
- Region IV** \$50 per night each for one chapter sponsor and one student delegate; \$25 per night for any other sponsor or student; \$0.535 per mile, round-trip, from campus to convention for one vehicle (same applies for either airfare or ground travel) (\$1,000 chapter max.)
- Region V** \$200 for one chapter sponsor, \$200 for one presenting student, and \$100 each for each additional delegate (sponsor or student, presenting or not) (\$1,000 max.)
- Region VI** \$750 each for one chapter sponsor and one student delegate (\$1,500 chapter max.)
- Region VII** Up to \$700 per chapter to cover documented expenses directly related to attending the convention (up to \$1,050 for Hawaii chapters). Note: National awards an additional travel grant to Region VII chapters of \$200 each for one sponsor and one student for documented travel expenses not covered by other national and regional subsidies.



## Guaranteed Shared Doubles Housing Program

**Convention housing is more cost-effective when you can fill hotel rooms. If your delegation can't fill a room with 2-4 undergrads on its own, let the national office help with its room-sharing program.**

**The national office will facilitate shared doubles again this year (not shared quads).**

*Suppose your chapter is bringing 5 guys to the convention. Whether you fill 1 room with 4 guys or 2 rooms with 2 guys each, you'd still have 1 guy without housing. If so, you can register him in a Shared Double during online registration by pre-paying his 1/2 of the room rate when you pay your convention registration fees. The national office will assign him to a room with another male undergrad from another college.*

**A Shared Double differs from a room reservation you make yourself because the national office works directly with the Hilton on these.** Having them pre-paid allows Alpha Chi to guarantee your chapter pays for only one-half of the room—even if we don't find another student to share/pay for the other half of the room or if the assigned roommate fails to attend the convention. At the hotel, these students will check in with their photo ID and confirmation number and should not have to provide a credit card for incidentals, as Alpha Chi is guaranteeing these rooms, in trust, for the convenience of your chapter.

**Do NOT register a student for a Shared Double before getting his or her consent to the following parameters:**

- 1) The national office will assign two undergraduates of the same gender to one non-smoking room with two full-sized beds and reserves the right to make changes.
- 2) Incidentals such as phone calls, laundry service, in-room dining, movies, or games, etc., may NOT be charged to these rooms. If a charge appears, the student's chapter will be held responsible for reimbursing the national office (which may be handled by reducing the convention attendance grants awarded to the chapter).
- 3) When checking in at the hotel, please remind the reservations agent that your reservation is for a "double-double" room. You should also ask whether or not your roommate has checked in, and be sure that you get your own room key.
- 4) Room swapping is not allowed unless an Alpha Chi meeting planner (via AX Central) is notified in advance.
- 5) Be courteous and accommodating. Do not invite anyone to your room unless you have permission from your roommate in advance.

**Hilton check-in time is at 4 p.m., and check-out is at 12 p.m.** Once a student is sure that no incidentals have been mistakenly charged to the room, they're ready to go. If for some reason there is a billing dispute or issue at check-in or check-out, ask the hotel staff to phone an AX meeting planner.

*Requests for refunds or changes to Shared Doubles will be accommodated through Mar. 1.*

# 2018 National Convention Budgeting Guide

Use this worksheet to calculate your delegation's registration and hotel costs for the convention. By estimating the travel and housing grants that you expect to receive, both national and regional, your chapter can have a good idea of the budget you need to attend the convention.

## Estimated Housing Expenses:

### Regular Rooms

..... # of rooms booked directly with hotel  
 x ..... # of nights staying in convention hotel

..... (This is your # of "room-nights")  
 x \$205.00 (approx. room rate w/tax)

..... **A. Regular Room Expense**

### Shared Doubles Program (if applicable)

\$102.50 (1/2 of approx. nightly room rate)  
 x ..... # of your undergrads that national will  
 assign to Shared Doubles

.....  
 x ..... # of nights staying in hotel

..... **B. Shared Doubles Expense**

## Convention Registration Fees:

\$84.00 x ..... # of delegates = ..... **C. Registration Fees**

## Estimated Travel & Meals:

*These need to be budgeted but will vary so widely by chapter, so estimate as best you can.*

..... **D. Chapter Travel Allowance**

..... **E. Chapter Meal Allowance (Th. dinner, Fr/Sa coffee, Sa. dinner included in registration)**

**Estimated Chapter Expenses (A+B+C+D+E) =** .....

*Then review the most current information packet for details, and mark out any grants your chapter isn't qualified to receive.*

## National Travel Grants:

### Chapters Traveling by Ground:

\$100 Voting Sponsor Delegate  
 \$100 Voting Student Delegate  
 \$100 Additional Student Presenter #1  
 \$100 Additional Student Presenter #2  
 + \$100 Additional Student Presenter #3

OR

### Chapters Traveling by Air:

\$200 Voting Sponsor Delegate  
 \$200 Voting Student Delegate  
 \$200 Additional Student Presenter #1  
 \$200 Additional Student Presenter #2  
 + \$200 Additional Student Presenter #3

..... **F. National Travel Grants**

..... **G. National Travel Grants**

## National Housing Grants:

\$51 Housing Grant  
 x ..... # of voting delegates (1-2 max.)  
 .....  
 x ..... # of nights stayed in the conference hotel (up to 3)

..... **H. National Housing Grants**

**Additional National Grants:**

- \$50 Voting Sponsor Delegate “Come Back Grant” (for chapters that haven’t attended since 2014)
- \$50 Voting Student Delegate “Come Back Grant” (for chapters that haven’t attended since 2014)
- \$100 Chapter-Strengthening Session Grant (for chapters leading a session)
- \$200 Region VII Chapters-1 Sponsor (only for our westernmost U.S. chapters)
- \$200 Region VII Chapters-1 Student (only for our westernmost U.S. chapters)
- \$100 Voting Sponsor Delegate “New Chapter Grant” (for the 1st convention after a chapter’s inauguration)
- + \$100 Voting Student Delegate “New Chapter Grant” (for the 1st convention after a chapter’s inauguration)

**I. Additional National Grants**

**Regional Grants:**

*For example, this would be the amount given to a chapter in Region I, as seen in the grants section of the convention information packet. Make sure to estimate the grant from your correct region.*

**Region I Example**

- \$500 One Sponsor Delegate
- \$500 One Student Delegate
- + \$250 Additional Student Delegate
- \$1,250 **Region I Grant**

**Region Locator:** <https://www.alphachihonor.org/index.cfm/chapters/member-institutions/>

**Do the math for your region:**

**J. Regional Grants**

**Estimated National & Regional Grants (F+G+H+I+J) =**

**Convention grant questions? Ask for Lara Noah at 800-477-4225.**

# Student Presentations

**Student presentations are the centerpiece of every Alpha Chi convention; in fact, this focus on students distinguishes us from other honor societies. Here are a few benefits of presenting:**

- Gain valuable presentation experience with a small, receptive audience of 20-40 people.
- Field questions from interested peers and faculty.
- Be eligible for a presentation prize.
- Add an excellent resume enhancement.



**Please uphold Alpha Chi's high standards of scholarship:**

- Dress and behave professionally; follow the posted Convention Etiquette.
- Be sure your presentation fits comfortably within the time limit. *(11-14 mins., still TBD for Portland)*
- Remember this is a presentation, not just a manuscript reading.
- Practice (preferably before an audience), so your presentation is smooth and audio-visuals well integrated.

## Vital Information for Student Presenters

- 1) **The deadline for registering your presentation online is February 15.** Whether for a timed session or as a poster in the Research & Creativity Forum, students will submit their presentation entries online directly to the national office. You will not submit your entire presentation when you register—just a title and a brief description (to aid in proper field and program placement). **Consider your title thoughtfully, as your title and academic field are all that other delegates will see when deciding which presentations to attend.** Use proper grammar and punctuation, and select the most applicable discipline and presentation type.
- 2) **You may either participate in the Research & Creativity Forum OR give a timed presentation.** The total number of presenters per chapter is unlimited, but each student is limited to **one** regular presentation. If you are presenting as part of a Student Collaborative Research Project team, you may make one other regular presentation, but it must be in a different field or cover different material than your part in the collaborative project, and you will be ineligible for a \$100 student presentation prize in that field.
- 3) Each presenter may select **one** of the audio-visual options displayed on the entry form. These are the only options provided to the presenter free of charge, so please do not request other accommodations.
- 4) **PowerPoint Presentations:** All presentations should be compatible with the most recent version of Microsoft PowerPoint. Alpha Chi will contact you by email two weeks before the convention with a method for getting your presentation to the National Office electronically. Due to the tightly-timed presentation schedule, we suggest you bring an extra copy of your media and a printed copy of your slides for your own use in case projection or technical issues arise during your session.
- 5) **Music/Drama Presentations:** Most musical and dramatic performance presentations will be grouped together in a room with a piano, music stand, and audio equipment. At check-in musicians may check with someone at AX Central to arrange a practice time and place.
- 6) **Posters:** An academic research poster and creativity forum will be held on Thursday evening. This forum is for students who prefer a poster session format (with only informal oral presentation). See the separate, detailed guidelines for these submissions. Students wishing to include a poster as part of an oral presentation in a regular, timed slot on Friday or Saturday must display the poster via PowerPoint slides instead of bringing a physical poster.
- 7) **Visual Art Presentations:** Each artist may submit printed images of up to five works for exhibition. Each art presenter will be provided with a 4' x 4' section of poster display wall on which to arrange their images. See the separate, detailed guidelines for these submissions. Do not bring original artwork.
- 8) Presentation is not a required element of the Sledge/Benedict or Gaston/Nolle **national** scholarship competitions. **Regional** scholarships are distinct from national scholarships and presentation prizes; contact a regional officer for questions regarding their scholarships.
- 9) Once the program has gone to press, an email notification will be sent to all delegates and the program posted on the conventions page at [www.AlphaChiHonor.org](http://www.AlphaChiHonor.org).

# Alpha Chi Research & Creativity Forum

***Alpha Chi looks forward to displaying the academic and creative work of its members! On Thursday evening as the convention gets underway, delegates will attend the Research & Creativity Forum, where they can peruse the displays and engage in discussion with the presenters of academic posters and exhibitors in the visual arts.***

## Academic Poster Guidelines

The poster format allows you to visually present the findings of your research. ***You may present in the Research & Creativity Forum OR give a timed presentation. You may not do both.***

1. Via the link on the Conventions page at [www.alphachihonor.org](http://www.alphachihonor.org), submit your presentation information to the National Office no later than February 15. The online form will ask for an original title and a brief description of your poster.
2. To make certain your poster communicates most effectively to all viewers, including the convention presentation prize judges, follow the criteria below:
  - Your poster must match the title and description you already submitted online.
  - Your poster must fit within a 4' x 4' square of poster wall space.
  - Your poster must hang by 4 push-pins that will be provided (no glue, nails, staples, or tape will be allowed on the walls). The area will not be equipped with tables or easels for displaying posters, nor will AV be available. Please do not ask for exceptions to these accommodations.
3. Hang your poster on Thursday by no later than 6:30 p.m.
4. Plan to stand by your poster for the entirety of Thursday evening's forum to answer questions and meet with the judges. If we're able to assign specific judging times this year, you will be contacted by email before the convention begins.
5. If you wish, bring handouts of your research findings, including your contact information, to distribute to interested viewers.
6. It may be possible for your poster to remain on display through Friday. We will let you know about this by email closer to the convention dates. Alpha Chi doesn't guarantee the security or return of posters or poster tubes left after the closing ceremonies.

**Tips:** Most of you will have prepared posters in your discipline, so you'll know that an effective poster

- includes a banner identifying title, author(s), and institutional affiliation;
- is composed in a font viewable from a distance of several feet;
- guides viewers from top left to bottom right, providing at least overview, introduction, methods, results, conclusion, and funding source; and
- balances high-quality images, succinct text, and white space for visual appeal.

For those wanting additional preparation assistance, this site will walk you through the process, including step-by-step instructions for preparing a slide in PowerPoint for printing: <http://www.ncsu.edu/project/posters>.

## Visual Art Exhibit Guidelines

Your exhibit of images and information must be able to hang from push pins on a 4' x 4' square of poster display-wall space on which to arrange your items. The area will not be equipped with tables or easels, nor will electricity or AV be available; requests for these items will not be accommodated. Only students attending the convention may submit artwork. Do not bring original artwork.

1. Via the link on the Conventions page at [www.alphachihonor.org](http://www.alphachihonor.org), submit your presentation information to the National Office no later than February 15. The online form will ask for an original title and a 2-sentence description of your exhibit.
2. To make certain your exhibit communicates most effectively to all viewers, including the convention presentation prize judges, your exhibit should include:
  - a) A header banner of some sort that lists your name, college/university, your classification as an undergraduate or graduate student, and the overall title of your presentation (as submitted for the program).
  - b) High-quality, printed images of up to five (5) original works. Three-dimensional works (and only 3D works) may have two (2) views.
  - c) One 3" x 5" card per submitted piece that lists the following information:
    - Title
    - Medium
    - Dimensions (H" x W" x D")
    - Year Created
3. Hang your exhibit on Thursday by no later than 6:30 p.m. (push-pins only; no glue, nails, staples, or tape will be allowed on the walls).
4. Plan to stand by your poster for the majority of Thursday evening's forum to answer questions and meet with the judges. If we're able to assign specific judging times this year, you will be contacted by email before the convention begins.
5. It may be possible for your exhibit to remain on display through Friday. We will let you know about this by email closer to the convention dates. Alpha Chi doesn't guarantee the security or return of exhibits left after the closing ceremonies.

**If you have questions regarding either set of instructions, please contact Alpha Chi's national office at 800-477-4225 or [office@alphachihonor.org](mailto:office@alphachihonor.org).**



## Student Presentation Prizes

**Don't forget to tell your students about this feature of the convention! Encourage them to make a great presentation so they'll be eligible for one of the \$100 convention presentation prizes announced on the final day of the convention!**

When students complete the online presentation entry form, they will be asked to specify the academic field that best suits their presentation. The exact title and a description of the actual presentation are what we need to organize the presentations into their most appropriate place on the program. Please advise your delegates to give careful thought to their presentation description as this is all we'll have to go on. (Students will need to respond quickly to communication from the national office regarding program placement.)

A prize will be awarded in each category where there are 3 or more presentations to ensure the quality of competition. Encourage students to present a poster or make a presentation that matches a discipline below; they may need assistance knowing which category to select from the drop-down menu. Feel free to have them contact the national office for guidance.

Students must be undergraduates this school year to be eligible for the prizes above. However, we welcome and encourage presentations by graduate students and alumni members, and at least one overall prize will be given for a presentation from this group, regardless of academic field.

**American History**  
**American Literature**  
**Anthropology and Sociology**  
**Art/Music/Dance Research**  
**British Literature**  
**Business Administration**  
**Chemistry**  
**Communication**  
**Computer Science/Engineering**  
**Contemporary Bioethical Issues**  
**Creative Writing**  
**Economics**  
**Education**  
**Environmental Science**

**Exercise Science and Nutrition**  
**Health Sciences**  
**Mathematics**  
**Molecular/Cellular Biology**  
**Organismal/Ecological Biology**  
**Performing Arts**  
**Physics/Geology/Astronomy**  
**Political Science**  
**Psychology**  
**Religion & Philosophy**  
**Shakespeare**  
**Visual Art (original)**  
**World History**  
**World Literature**

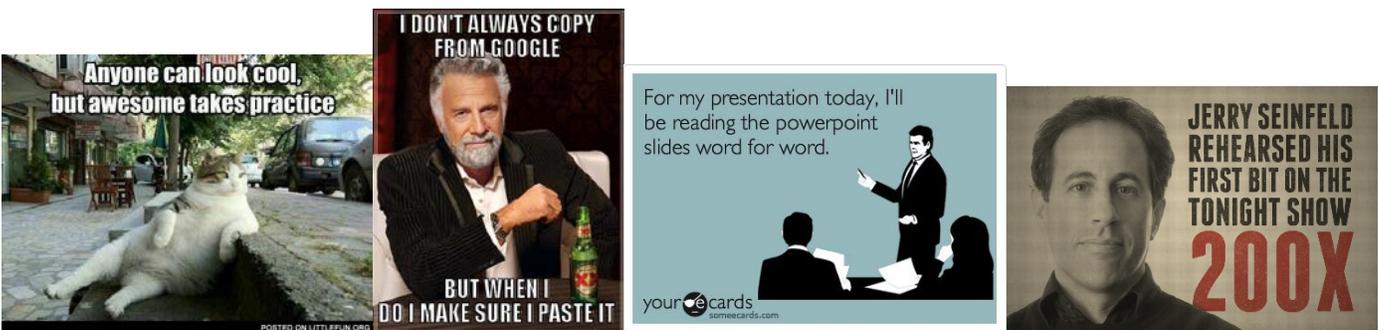
**NOTE:** Students presenting as part of a Student Collaborative Research Project team may also make a regular presentation of their own, but it must be in a different field or cover different material than their part in the collaborative project, and they will not be eligible for a \$100 student presentation prize.

*Sponsors, we need you and hope you're ready to be called upon as a session judge or moderator.*

## How NOT to Win an AX Convention Presentation Prize

1. Stroll in late and loudly ask if you're in the right room.
2. So that it will stay "fresh," don't practice any part of your presentation.
3. Wear cut-off shorts, a worn-out t-shirt, and flip-flops during your presentation.
4. Hide behind the podium and refuse to come out, or burst into tears when introduced by the Moderator.
5. Never look directly at any of your audience members while speaking.
6. Read *every* word on your presentation slides verbatim.
7. Interject "uh," "um," or "like" between every sentence.
8. Mumble or speak so softly that even the front row of the audience can't hear you.
9. Don't look up the pronunciation of any technical term or proper name in your presentation.
10. Switch slides so quickly that nobody can see the images/figures/tables.
11. Skip some slides altogether, audibly proclaiming, "Nope," or "How did that get in there?" after each skipped slide.
12. Cite Wikipedia as your primary source of information.
13. Save slides by putting as many words as possible on each one.
14. Make sure the font on your slides is *Comic Sans* in a 12-point or smaller font size.
15. Animate every possible aspect of your slides with as much blinking and flashing as possible.
16. Respond to every audience question with, "I don't have a clue," or "Who knows?"

***P.S. This list was prepared by judges from recent conventions.***



## **Format and Etiquette for Timed Student Sessions – *New 2018 Procedures***

To enhance everyone's convention experience, Alpha Chi encourages all attendees to observe the following rules of meeting etiquette, especially during student presentations. Remember, most of the students you'll meet this week are on the program.

### **All Attendees:**

- Please refrain from interrupting a student presentation already in progress. Enter and leave a presentation room only during the brief break between presentations. You may quietly leave at that time to get to a presentation in another room.
- Even though the doors should be closed during each presentation, while waiting outside a room for the next presentation or walking past a session in progress, please be as quiet as possible.
- Be a patient and pleasant audience member. If given the chance to offer feedback or ask a question, do so in a respectful and constructive manner.

### **Section Moderators:**

- Make sure you know how many sections you're moderating. For each section, arrive at your room early enough to meet those student presenters to confirm their presence.
- Make sure the judges are present with their personalized judging forms. If a judge fails to appear, please note that on the envelope used for your presenter certificates, and bring it to AX Central after the section ends.
- Moderators, presenters should be asked to identify themselves to begin their presentation.
- Use a timepiece such as a watch or cell phone to keep the program on its timed schedule. Each presentation will end with a mandatory two (2) minutes of audience/judge questions.
- If there's a gap in the program because of a no-show, wait until the next scheduled presentation. We must keep to the schedule in the program.
- Present each student with his or her certificate of appreciation immediately after his or her presentation; do not hold them until the end of the entire section.
- If there are no-shows leaving unclaimed presenter certificates, missing certificates, or certificates that need to be reprinted due to error, return them in the envelope to AX Central, noting the nature of the error. Reprints will be mailed directly to the presenter after the convention.

### **Student Presenters:**

- Please wear business professional attire.
- Regardless of your order in the section, arrive before the start of the section and identify yourself to the Section Moderator.
- As a courtesy to your fellow presenters in your section, we ask you to remain present for your entire section.
- You must stay within the posted time limit for your presentation, or the moderator will stop you. Your presentation will end with a final two (2) minutes of mandatory Q&A.
- Be prepared in case of technical problems with equipment; have a backup plan that will allow you to proceed if the technology fails.