



@ NCA 2012

Inventing the Future

ARST Vicentennial Celebration

Association for the Rhetoric of Science & Technology (ARST) Preconference
held in conjunction with the annual meeting
of the National Communication Association

The Swan Hotel
Orlando, FL, USA

November 14, 2012

Guidelines for Position Paper Presenters and Respondents

We are asking you to arrange an approximately 3-5 minute extemporaneous presentation of the main argument/s of your position or response paper. Because attendees will already have read your paper and because we hope to foster a lively discussion, we will ask you to stop at 6 minutes. Please note that we will have a laptop with a powerpoint projector supplied by NCA but NO internet connection, although you are in no way obliged to use powerpoint. If you do bring powerpoint slides, please load them onto a stick drive for transfer to the presentation laptop. Also, we ask that you come prepared to present without technology in case the projector fails us. We strongly recommend you bring back-up handouts if you need visuals or are reliant on power point text.

Guidelines for Session Chairs

Your task will be to keep your panel running smoothly and on time, while leaving plenty of room for discussion. Please arrange for a timekeeper to let paper presenters know when their time is running short. Feel free to interrupt to ask someone to conclude if they have run overtime. In addition, we are asking you to:

1. Arrange a brief introduction of several sentences to the main themes of the session;
2. Introduce each speaker by saying a few sentences about their institutional roles and affiliation and research interests;
3. Allow no more than 6 minutes per presentation; and
4. Keep conversation flowing during the Q&A by paraphrasing and traffic directing (feel empowered to remind panelists and audience members to keep questions and comments succinct).

Guidelines for (Modified Octavian) Discussion Table Anchors

You and your co-anchors will be tasked with leading a 75-minute discussion of the inventional possibilities of your designated area. Other preconference participants will be free to enter and leave the discussions at will and may choose to occupy a designated “devil’s advocate” seat in order to ensure the airing of multiple viewpoints. At the end of the conversation, each set of table anchors will coordinate a position paper outlining potential futures in the area to

appear in POROI. Moreover, on the day of the preconference during the final session, one representative from each discussion group will be responsible for giving a (very brief!) 2 minute summary of major themes during the final session of the preconference. Since our room may not accommodate 6 tables, we may need to arrange chairs in small circles and be creative with our space. We are asking you to be flexible. Your main job is to keep the conversation going by summarizing for newcomers the main conversational themes and to prevent conversational monopolies by engaging all participants.

Note to all: We have ordered *light* snacks (nuts and pretzels) in the afternoon and *light* coffee/tea service in the morning. Those who are interested and still standing can plan to convene in the bar of the Swan Hotel immediately following the afternoon session for a no host ARST happy hour.