

Recommended Guidelines and Instruction for Parallel Panel Sessions
Confronting Atrocity Conference 2019
Accra, Ghana August 26-27, 2019

I. Introduction (5 minutes)

- Chair introduces his or herself and says name of the session so that everyone is sure they are in the right room.
- Chair reminds participants how the session will work. We know that we have a mix of different types of presentations. Some people are in the early stages of the work they will be discussing while others have already completed it. We are equally interested in all stages of work.
- Panels should emphasize issues related to the conference/panel themes.

II. Presentations / Q & A (90 minutes maximum)

- Each presenter or team of presenters will have no more than 12 minutes to present their paper (We expect that most presenters would have submitted their papers, so there will be no need to read the entire paper).
- Presenter(s) should outline the key arguments of the paper and the relevance to the conference topics and themes.
- The Chair will use the small green and red pieces of paper that we have provided to signal to presenter(s) when they have 3 and then 1 minute to finish their remarks.
- Questions will be taken at the end of all the presentations. Chair will then open the floor for the next 10-20 minutes (depending on how much time is left) for the audience to ask questions
- Chair will conclude and close panel.