

PRESENTER GUIDELINES

Thank you for joining us at Brandon University for the Mental Health on the Prairies Conference and Community Gathering. The purpose of the meeting is to provide a forum for different forms of knowledge sharing between academics, professionals working in health and social care, educators, community groups, and people with lived experience of mental health problems and addictions. In doing so, we aim to improve mental health research, support, and experiences in the region.

REGISTRATION

All meeting participants are required to register in order to attend. Pre-registration is available online at www.BrandonU.ca/MHP/registration. Presenters should register before **March 6, 2020**.

Financial support is available for people who are low income, students, or experiencing other economic barriers to participation. Please email PrairieHealthConference@Brandonu.ca with your name, contact information and your request for financial support. Funding subsidies are limited.

PUBLISHED PROGRAM

Participant abstracts will be made available on the conference website prior to the meeting. After the meeting, the published abstracts will be archived on the Centre for Critical Studies of Rural Mental Health Website at www.CentreForRuralMentalHealth.com/

What follows is a guide for presenters to develop presentations that are inclusive and meaningful to a broad audience including people with lived experience of mental health problems, educators, health professionals, researchers and other community members. We have organized the conference sessions with the objective of ensuring that each of these diverse groups engage and learn from one another. Please keep this in mind while preparing and sharing your knowledge.

GENERAL PRESENTATION GUIDELINES

Here are some general guidelines to consider in preparing your presentation:

- Language can have a powerful impact on how people experience and understand mental health problems. Please use your language carefully and respectfully. There are many debates about language in relation to mental health. Remember our experience influences how we identify with and respond to different words.
- The conference and gathering aims to make space for different cultural experiences and knowledge. Think about how culture relates to your presentation, images, and language.
- If your presentation title is technical, explain what it means in more general terms
- Provide information about your academic, professional or lived experience expertise

- Identify key findings or experiences.
- Explain how your research or experience might be useful for different audience members

ORAL PRESENTATIONS

If you are giving an oral presentation, power point and audio will be provided for slide presentations and video use. Bring your presentation file on a USB drive and arrive at your presentation room at least 15 minutes prior to the start of your session. To ensure your slides are comprehensible:

- Fonts should be large enough to read easily (e.g., 44 pt. titles and 32 pt. text)
- Do not cram too many slides into your presentation (e.g., use 15 slides for 20 minutes).
- Place no more than 6 lines of text on a slide.
- Make sure graphics, charts and tables can be read and describe their meaning.

Oral presentation sessions will last 90 minutes and are comprised of either two 40-minute presentations, a combination of 20 and 40-minute sessions, or an 80-minute symposium. It is expected that presenters will allow five minutes in their presentation for questions (e.g., 15-minute talk and 5 minutes for questions for a 20-minute presentation). It is important that presenters stay within their allotted time to allow time for questions and knowledge exchange between different audience members. This is a knowledge sharing event and not just a series of presentations. Each concurrent paper session will have a moderator to assist with time keeping and to facilitate discussion among presenters and meeting participants. Symposium sessions should identify their own moderator.

POSTER PRESENTATION

If you are giving a poster presentation as part of the meeting, your display should summarize your knowledge using visuals such as tables, graphs, and pictures. You will display your materials on a maximum of 4ft by 5ft poster board. Your poster will be up for the duration of the meeting and at the Westman Centennial Auditorium during Jordin Tootoo's public talk. You are expected to be at your poster April 30th from 12:30 – 1:30 pm. The purpose of this presentation format is to facilitate one-on-one and small group discussions with a broad range of conference attendees listed above.