

Instructions for moderators and presenters at on-site ECLAS 2022 events

The main topic of this year's conference is addressed within five thematic tracks.

Each session is 1 hour 45 minutes long, with 4 to 6 presentations of 13-minutes each and a discussion at the end. Due to last-minute cancellations and transfers from on site to online presentations, we could not avoid having different number of presentations in a session, but we still believe that each session gathers interesting presentations, addressing the same topic from different perspectives and scales.

Each room is equipped with a computer and projector. There will be a student in each room for technical assistance.

Moderators

- Will receive Book of abstracts and detailed programme. You are kindly invited to prepare one or two questions for the presenters to encourage discussion and wrap up the session.
- We will provide cards with 5- and 2-minutes' notice for the on-site sessions. Feel free to use those or remind the presenters otherwise about the remaining time.
- We suggest having a discussion at the end of each session and only to allowing questions
 for clarifications at the end of each presentation. If you are moderating sessions with
 fewer presentations, you are more flexible and can allow discussion also after each
 presentation, but keep in mind that each presenter should have the same amount of time.

Presenters

• Should upload their presentations to the onsite computers in the scheduled session rooms at least 15 minutes before the session. Please note that your presentation is limited to 13 minutes, allowing two minutes for quick clarification questions. Your moderator will remind you before the remaining 5 and 2 minutes.

Should you have any additional questions, you can contact us at eclas2022@bf.uni-lj.si or write your session chair directly:

- 1 Evolution and reflection: Mojca Golobič mojca.golobic@bf.uni-lj.si
- 2 Relation between design and planning: Tadej Bevk tadej.bevk@bf.uni-lj.si
- 3 Teaching across scales: Nadja Penko Seidl nadja.penko@bf.uni-lj.si
- 4 Context matters: Davorin Gazvoda davorin.gazvoda@bf.uni-lj.si
- 5 Beyond the field: Tomaž Pipan tomaz.pipan@bf.uni-lj.si

We look forward to seeing you at the conference!

ECLAS2022 Committee