

REQUIREMENTS AND EXPECTATIONS FOR CHAIRS/DISCUSSANTS AT
NRC PAPER SESSIONS

If you are a Paper Session Chair:

Before the session

- Note that your total session is 90 minutes, with 20 minutes allotted per paper 15 minute for the Discussant's comments and 15 minutes for Q & A.
- Help presenters to organize use of the LCD projector.
- Prepare cards showing the speakers when 10 minutes, 5 minutes, 1 minute, and 0 minutes are remaining. Discuss this process with speakers.

During the session

- Briefly welcome participants to the session and introduce self and presenters.
- Keep time for speakers, holding timing cards where they can be seen.
- Reserve 15 minutes for the Discussant and 15 minutes for Q & A.
- Moderate Q & A, nominating those who want to comment or query, and diplomatically cutting off any long-winded or inappropriate comments.
- Thank speakers, Discussant and participants at the session's end.

If you are a Paper Session Discussant:

Before the session

- Read all of the papers before the session. (Note. There will be a concentrated effort this year to ensure that presenters send at least a 750 word précis of their paper to discussants two weeks in advance of the conference.)
- Prepare a 10-15 minute integrated, constructive reaction/commentary that alludes to the substance of each paper. Appropriate content of your presentation includes, but is not necessarily limited to highlighting important themes and findings; comparing and contrasting findings and perspectives; connecting the results to the existing literature; critiquing constructively research methods, theoretical perspectives, and so forth; suggesting further research, summarizing how the papers further our knowledge base; explaining how the papers connect to the conference theme (Literacy Research Past, Present, and Future: Multiple Paths to a Better World); and so forth. If relevant, you may also wish to connect the papers to your own work, although the emphasis should be on the session's papers.

During the session

- Attend the full session and offer your comments at the end of the session, leaving time for questions, as determined by the session chair..
- Report to the session chair whether you received the papers in a timely fashion. (Note: Session chairs will complete a form about various aspects of the session including whether the discussant received the papers in advance, whether the discussant had adequate time to present, and so forth.)