**GREAT Day 2020 Individual Presentation or Performance Submission Worksheet**

The purpose of this worksheet is to provide you with a listing of the information you will need to submit your Individual Presentation for GREAT Day via the online submission form. Deadline for submission: **March 13, 2020, 4:30 pm.**

**STEP 1:** Read guidelines at: <http://www.geneseo.edu/great_day/submission_guidelines>

**STEP 2:** Review worksheet to ensure you have all the information you need. You may complete the worksheet and copy and paste information into the online form.

**STEP 3:** Complete the online submission form at: <https://www.geneseo.edu/greatday-submissions/app/>

* Submissions for *single* presentations or performances will be assigned to a session of 3 or 4 presentations/performances.
* Please list the primary student contact first. This person will receive all emails regarding the presentation and will be responsible for supplying any other necessary information for his or her group via email.
* Please list students in the order in which you would like their names to appear in the program.
* \* Indicates a Required Field for the online form

**Students:** (List Primary Contact First\*)

|  |  |  |
| --- | --- | --- |
| First | Last | Geneseo Email |
|  |  |  |
|  |  |  |
|  |  |  |

**Faculty Sponsor: Second Faculty Sponsor:**

|  |  |  |
| --- | --- | --- |
| Name: \* |  |  |
| Department: \* |  |  |
| Email Address: \* |  |  |

**Type of Presentation or Performance (check all that apply)**

|  |  |
| --- | --- |
| 🞏 Dance performance | 🞏 PowerPoint presentation |
| 🞏 Musical performance | 🞏 Reading of creative work (poetry, prose, fiction) |
| 🞏 Panel Discussion | 🞏 Theatrical performance |
| 🞏 Paper presentation | 🞏 Other |

**Presentation or Performance**

|  |
| --- |
| Title (Limit of 200 characters): \* |
|  |
| Abstract/Brief Description (Limit of 200 words): \* |
|  |

**What length of time is required for this presentation?** \*

|  |
| --- |
| 🞏 18 minutes each (15 min presentation + 3 min Q & A and discussion) |
| 🞏 25 minutes each (20 min presentation + 5 min Q & A and discussion) |
| 🞏 37 minutes each (30 min presentation + 7 min Q & A and discussion) |

**Special Requirements for Oral Presentation or Performance:**

|  |  |
| --- | --- |
| 🞏 Electrical Outlet | 🞏 Electronic Visualizer |
| 🞏 Projector for PowerPoint presentation |  |

 **NOTE: For PowerPoint presentations, you will need to provide your own laptop**

**Is your presentation going to be presented off campus (at a conference/workshop/symposium)?**

|  |  |
| --- | --- |
| Name of Conference/symposium |  |
| Location (city) of the conference |  |

**Please list any other special requirements or requests here:**

|  |
| --- |
|  |