

## Round Table Guidelines

for the 13th JURE Conference, Frankfurt, Germany (2010)

The purpose of a round table is to have an in-depth discussion on one or two central issues of your research. To make it easier for the participants to take part in the discussion, you have to make a hand-out of your research.

- **Format:** ISO A4, one-sided
- **Title:** The shortest but still informative summary of the roundtable presentation.
- **Authors:** List the name(s) of the author(s) (the presenting author is listed as the first author), affiliation, contact address(es), and country.
- **Problem statement:** The issues that you come across in your research and want to present to your audience. Depending on the issues raised, certain illustrations, graphs or numbers might be added to clarify the issues at hand.
- **Round-table questions:** One or two specific questions (relevant to your study) you want to ask the audience about the issues you have.
- **General issues:** Handouts are intended to support the short five minute presentation, as well as support the following discussion. It should not be very lengthy, as reading a full page will take far too long. Ideally, a new reader should be able to read the handout in one or two minutes and be able to take part in the discussion. To reach this aim, make it clear, structured, concise, and attractive. Avoid long texts and use diagrams, graphs and/or tables to visualize your information effectively. Make sure you bring enough handouts; maybe people who do not attend your session may still be interested in it.