

# 2ND ANNUAL UNDERGRADUATE ART HISTORY SYMPOSIUM

## **Presentation Guidelines**

### The Proposal:

- Any topic within the history of art, architecture, or design is acceptable for this symposium.
- Included with the proposal should be: a one-page abstract, the student's name, college or university affiliation, and year in school.
- The abstract should be approximately 250 words describing an overview or introduction to the ideas that will be addressed in your paper.
- Deadline for abstract submission is 19 March 2007.

### The Paper:

- While any topic within the history of art, architecture, or design is acceptable for this symposium, it is expected that the paper will be a scholarly examination.
- A ten to twenty minute presentation will require 5 to 10 pages of double-spaced typewritten text using a standard 12-point type (not including endnotes or footnotes).
- It is recommended that you read your typewritten paper during your presentation.

### The Presentation:

- Please use PowerPoint for your illustrations.
- You may be asked to submit the PowerPoint electronically before the day of the symposium so that we can check for system compatibility and organize the presentations ahead of time. Otherwise, it is recommended that you save your PowerPoint in two different formats (CD, DVD, USP/Jump Drive, and/or e-mail).
- Mac users need to be careful how they save their files and use whatever format is required for cross-platform to make the file usable on a PC.
- Images should be jpegs with size limited to no more than 800x1200 pixels and at no more than 150 dpi resolution.