

## Demonstrator Guidelines – Data for Policy 2017

1. All demonstrators must bring their own equipment (laptops, chargers, usb's etc.). If they wish, demonstrators may also give out hard copies/photocopies related to their demonstration, but these should be brought by demonstrators themselves
2. All demonstrators will be provided with an area to host their demonstration, including a presentation table. Demonstrators may place their handouts or other materials on these tables for attendee viewing.
3. All demonstrations are to be static, but attendees will not be seated and will move between demonstrations as their interests dictate.
4. It is advisable that demonstrators keep their demonstrations to at most **5 minutes** - demonstrators may repeat this demonstration as many times as they wish as attendees move between the different demonstrations.
5. There are ample opportunities during breaks, lunches and other networking activities for further debate/discussion. Hence, all the participants are requested to utilise these times.
6. Focusing on interactivity may help to make your presentation more accessible to the audience.
7. Depending on permission being granted by the venue hosts, you may wish to record or photograph your demonstrations.
8. Photography and video-recording by the Conference Team will also take place in order to use for post-conference publications and other related online/printed material to be produced by Data for Policy Team. Please inform session chairs and conference volunteers in the room if you have any reservations about this.