

Guide for Session Organizers

Session Participants

- Session Leaders: person/people providing material to discuss, facilitating discussion
- **Session Organizers:** the job of session organizers is to facilitate interesting discussion by doing the requisite background work so that session leaders can focus on their material.
- Discussants: everyone available to participate in the session

Goal for sessions generally: have a solid discussion of a topic relevant to language, languages, uses of language(s), etc.

- Encourage interesting scholars/artists/writers to become session leaders. Contact me at forksphil@gmail.com, and I'll help with the encouragement.
- Elicit relevant planning information from the session leader: topic, preferred date/time/duration, format of discussion, etc. (We aim for times that can accommodate multiple time zones, but we recognize that no time will work for everyone.)
- Collect and distribute relevant materials: foundational paper/publication/presentation, reading recommendations, data sets, drawings/images, whatever the session leader would like to make available to discussants.
- Set up session: we're using Zoom at the moment, but we're open to other options, including in-person options when also including a digital option.
- Communicate with discussants in a timely manner: session logistics, introductory materials ahead of the session, other information as needed. You are not tech support unless you want to be.

Support the Session Leader, as the leader prefers

- Introduce the session leader
- Moderate discussion, as needed