



DAVID L. CLARK NATIONAL GRADUATE STUDENT RESEARCH SEMINAR IN EDUCATIONAL ADMINISTRATION & POLICY

A FEW FREQUENTLY ASKED QUESTIONS

- **As a Clark Scholar, am I required to register for AERA?**

You are not required, but are strongly encouraged, to register for AERA. Be aware that if you opt to not register for AERA, you will only be permitted to attend and participate in Clark Seminar sessions.

- **Is it okay if I do not yet have data for my project?**

Yes. The seminar is designed for those in the proposal phase, so you have an opportunity to amend your design before data collection; so, this is fine.

- **When should I plan to arrive for the Clark Seminar?**

The day before, which, for this year, is Tuesday, April 25, 2017. We start quite early on both days. Breakfast and registration on the first day of the seminar (Wednesday, April 26, 2017) will be from 8:00am to 8:30am.

- **What are the guidelines for preparing for the poster session?**

You should prepare as you would for a poster session at a conference. Guidelines will be sent in another document. More detailed information should come from dialogue with your faculty advisor at your home institution. Please note that just because the poster boards are tri-fold DOES NOT mean that you must fold your poster. There are also websites with sound advice regarding this topic in general terms, such as: <http://colinpurrington.com/tips/academic/posterdesign>

- **Do I need to make plans for meals during the Clark Seminar?**

A continental style breakfast will served both mornings. Lunch and dinner are provided on the first day only. You are on your own for lunch at the midday conclusion of the seminar when the AERA Annual Meeting begins. Your specific dietary restrictions or food allergies have been noted from informational survey data.

- **What do I need to do to prepare for the seminar?**

- We suggest the following preparations...

- **Late March/Early April**

- Talk with your faculty nominator/adviser about how to prepare for attending the Clark Seminar and AERA Annual Meeting.** This may include preparations for the poster session, a well-practiced 60-second “elevator speech” about your work, building a CV, and how to network effectively with other scholars.

- Join the [UCEA David L. Clark Scholars and Faculty Facebook Page](#) and connect with other scholars and faculty.**

- **April**

- April 1 – Send your six- to 12-page executive summary style version of your dissertation proposal/dissertation to your small group members and faculty mentors.** Email your executive summary in Word document format (to permit comments) to your five other small group members and two/three faculty mentors.

- Prepare and print your poster.** Your poster may or may not include a results section depending on where you are in the process. It should be an accurate reflection of where you are currently. **You should discuss how to prepare your poster and how to prepare for an academic poster session with your faculty nominator/adviser.**
- Print copies of your six- to 12-page executive summary style version of your dissertation proposal/dissertation.** Bring at least enough copies for your small group members (five) plus two (or three) faculty mentors. Note that copying these documents at business centers at hotels can get expensive, so plan ahead.
- Review and prepare comments on your small group members' executive summaries.** One of the Clark Seminar's core features—the small group discussions—works best when both faculty mentors and scholars contribute to the conversations about each scholar's proposal and progress. Ensure you've read and thought critically about each of your small group members' dissertation proposal/dissertation.
- Be sure to pack appropriate professional dress** for both days of the seminar in addition to your poster, copies of your paper, and copies of your CV. If you have business cards, you should bring them, too.
- Be sure to pack some snacks and bring a water bottle.** While we provide some meals and coffee in the morning, pack a few snacks and bring a water bottle to stay fueled for the first day's afternoon session before dinner. Refreshments are not provided between lunch and dinner on the first day.
- You are ready for the seminar!**