

## **2017 Conferences & Opportunities Fair Guidelines**

Recipients of Student Enhancement Fund (SEF) funding are required to participate in the Conferences & Opportunities Fair during Spring quarter of the academic year SEF funding was received.

### **Background:**

The Conferences & Opportunities Fair is an event that aims to showcase the various conferences, competitive events, workshops and other unique opportunities that are available for students to participate in during their time at WWU. These opportunities will be presented to students by students who have actually participated in these events via SEF funding, who will showcase their experiences and provide advice and guidance to their peers-of-interest.

Other presenters may include various academic and administrative departments of WWU, AS-affiliated clubs and other programs.

As different types of conferences and other events take place each academic quarter, Spring quarter allows students to access information on a wide variety of academic and extracurricular activities across all academic quarters.

### **Presentation requirements:**

- Tri-fold board or digitally-printed poster (Student Technology Center/Copy Services Center available for printing)

### **Provided materials:**

- Refreshments
- 1 table per presenter/presenting group
- 2 chairs per presenter/presenting group
- Event advertising (flyers, social media outreach)

*\* If you require more than the allotted tables chairs or require disability accommodation, please contact the SEF Facilitator at: [as\\_enhancement.fund@wwu.edu](mailto:as_enhancement.fund@wwu.edu).*