

WSA 2024 Conference Preparation Guide

All Attendees:

- **Campus Map:** <https://www.carrollu.edu/map>
- **Carroll University Campus Center:** <https://www.carrollu.edu/campus-center#info-desk>
- **Conference Check-In** opens at 8:00am in the Campus Center building at 101 N East Ave, Waukesha, WI 53186. All conference rooms will be in this building. Our registration table will be located in the lobby.
- **Parking** is in the Campus Center adjacent lot (north side of building). A section of the lot is reserved for WSA attendees until 9:30am. After that, find parking somewhere in the lot or street parking.
- **Conference program** will be provided online and in print form at the check-in.
- **Your name tag** will be provided to you upon check in.
- **Pre-purchased lunch tickets** are provided to you upon check in.
- **Onsite registration is allowed**, but must be completed using **PayPal or cash or written check**.
- **Internet access** is through Carroll University guest wifi with no password.

Paper Session Presentations:

- Paper sessions are 1 hour 15 minutes.
- Individual PowerPoint (or similar) presentations are limited to 15-20 minutes per presenter.
- A presider will monitor the time for presenters.
- Session rooms include a PC computer, screen, Internet access, and a podium.

Poster Presentations:

- The poster session follows the luncheon and keynote. Stand by your poster to answer questions.
- Posters will be in the main hall entrance lobby, where the luncheon/keynote and poverty simulation will also be held.
- Posters should not exceed approximately 40 inches x 40 inches.
- Poster set up instructions will be provided by email before the conference date, and also again upon check-in at the registration table.
- You may arrive anytime between 8:30am and 11:20am to hang your poster up.