



## **PRESENTATION GUIDELINES**

**Date:** February 18-20, 2026

**Venue:** University of Belize Conference Center -  
Belmopan Campus

## **Presentation Length**

- Individual-20 minutes
- Panel-30 minutes

## **Conference Papers**

- While we welcome the reading of conference papers, we would prefer that conference papers be converted to either a Slide-Show aided presentation or a poster-aided presentation.
- These individual presentations should not exceed the 20-minute time allotment.

## **Panel Presentations/Lightning Talks**

- Presenters within a panel or lightning session are free to determine the time allotment for each member of the team.
- These group presentations are allotted an additional 10 minutes for a total of 30 minutes.

## **Poetry Performances/Fiction Readings**

- Multiple poems/excerpts may be read for an individual performance/reading, provided that they do not exceed the 20-minute time allotment.
- If there is a panel of performers/readers, presentations are allotted an additional 10 minutes for a total of 30 minutes.
- Visual aids in the form of Slide-Shows/Posters should accompany the presentation.
- Instrumentals are optional.

## Pre-recorded Video Requirements

*If you are unable to present in person, please follow the guidelines below for submitting a pre-recorded video.*

- Ensure that the audio and video in pre-recorded presentations are clear and of high quality.
- Pre-recorded presentations should be shot in landscape and be at least 1920x1080p resolution.
- The time limit for individual pre-recorded videos should be 20 minutes, while group submissions should be a maximum of 30 minutes.
- Pre-recorded videos should be submitted in MP4 format.

## QA Sessions

- QA Sessions will not be held after each individual presentation, but at the end of each thematic segment (additional information will be provided).
- The exact date and time of each presentation will be forwarded in a later document.
- If you submitted a pre-recorded presentation, please be available at the end of your thematic segment for a Live Online QA session. More details regarding the format of QA sessions will be forwarded at a later date.

## **Submission Date**

- If you are presenting in person or submitting a pre-recorded presentation, kindly submit all visual aids and other accompanying material by **February 2<sup>nd</sup>, 2026**, to [csf@ub.edu.bz](mailto:csf@ub.edu.bz)
- If you are doing a poster presentation, a high-quality photo or render of your poster should be sent to [csf@ub.edu.bz](mailto:csf@ub.edu.bz) by **February 2<sup>nd</sup>, 2026**.

## **Conference Fee (*Belize Dollars*)**

Conference fees may be paid before-hand (payment details forwarded later) or on the day of attendance.

All proceeds collected will fund entertainment, snacks, décor, and other logistical costs associated with CSF.

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| <b>Local Student:</b> 10                   |
| <b>Local Professional:</b> 60              |
| <b>Local Faculty:</b> 60                   |
| <b>International Graduate Student:</b> 120 |
| <b>Regional Professor:</b> 150             |
| <b>International Professor:</b> 250        |

**Our team would like to express our gratitude for your continued interest and we look forward to meeting everyone in 2026!**



C A R I B B E A N  
S T U D I E S F O R U M