Katsucon Presents: Panel Stylin' and Profilin' PP Outline

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DOs

- Immediately notify us of changes to your panel
- Read everything panel related on the website *before* you submit
- Keep tabs of social media
- Fill out all fields on the submission form appropriately
- Be respectful/tactful in your emails to us
- Be mindful of your tech needs & be communicative w/ us if you require a non-standard set-up
- If you are unsure about your panel submission: if the idea is viable, should it be 18+, etc., email us & we can help you w/ that
- List all possible times you won't be available
- The more available you are, the more likely you are to get a panel accepted
- PRACTICE. PATIENCE.
- If you're the one receiving all the emails for your group, make sure to forward all information to the rest of your group members

Don'ts

- Ask why your panel was rejected/waitlisted
- ...Read your emails, the site, social media, etc.
- Be rude to us
- Similarly, don't open up an email with being accusatory of some perceived wrongdoing
- If you receive a blank e-mail, NEVER EMAIL THE DEPT. ABOUT IT
- …bother submitting if: you can't handle rejection well, manchild who throws fits when you can't get your way, if you have a super tight schedule w/ only an hour or 2 at a very specific time to present anything, etc.
- Demand things of us
- Drop all pretense of professionalism once you get a panel accepted
- Types of panels we're generally not accepting anymore due to lack of quality…
- In-character "Ask A" type panels
- Anything involving food being handed out/made
- 'Cosplay sleepovers'
- Cosplay dance performances
- Dating games

What Drives Panel/Programming Departments Crazy

- Seriously, please read the things we send you + what's on the site
- Similarly, asking us questions that are: a) clearly would be mentioned somewhere on the site; b) will be communicated to you eventually
- Adding panelists at the last minute
- Despite being the lead panelist/PoC, not sharing things w/ the rest of your group, so they then complain to us about lack of information
- Generally disrespecting con staff, harassing them/stalking them on their social media, being super pushy, etc.
- Basically anything that falls under spoon feeding you answers
- Also, immediately querying us about not receiving a particular piece of information less than 24 hrs after a given deadline
- *OR*, if we give you a time frame/date range, emailing us about it at the top of that range
- Emailing us about major issues that you knew about in advance the night before the con

- ***General Tips/Advice***
- Waitlist vs. Rejected or accepted
- Why we had way less waitlisted this year
- Other things on schedule besides fan panels
- Furthermore, things that affect how many panels we have a year
- How many rooms
- Layout
- How many guest/industry events
- Con sponsored events
- When rooms are set up/available to be used
- The average length of other panels
- Be mindful who you get panel advice from
- Just b/c you had a panel accepted at another (bigger) con, doesn't mean it's going to be accepted here
- Limitations on group sizes only refer to panelist badges/who's compensated
- Obvious titles & even more obvious descriptions
- ****We have the ability to rescind initial acceptances***
- 18+ panel slots are few & far in-between, so if your panel doesn't need to be 18+ then don't submit it as such
- Have either a designated section(s) in your panel for taking ques or 15+ minutes at the end
- For the presentation, don't use your visual aide as a crutch
- BACK. UP. EVERYTHING.
- Use the mic, you're never as loud as you think you are
- Esp. for more factoid intensive panels, do *ALL THE RESEARCH~!*
- Please explore your options for making a presentation (besides PowerPoint)

- Google PowerPoint - i.e., Poor man's PowerPoint; PDF; Honestly, you can make a presentation in Word if you wanted, just no bells & whistles; Open office; Picture slide show; PhotoShop; Flash animation; Movie/video; Collection of video clips; Prezi; Graphs; The list goes on!
- Common misconception: having your panel done by the time you submit

When Presenting…

- Briefly explain what your panel will be covering @ the beginning if you feel it's needed/the title or desc. isn't that forthcoming
- Mention at the beginning/end (sometimes middle) if there are things to take away from your panel
- Business cards, candy, handouts, etc.
- Have your notes & back-up drive/whatever in case things go awry
- Have a Q/A @ some point
- Make sure you end the panel with enough time to break down/pack up your stuff
- Be in the room 15 minutes before your panel starts
- If your Q&A session is beginning to run over time, move it to outside
- Make sure to decide one way or the other beforehand on whether you make the panel available post-panel or not
- Make sure everyone presenting has a function
- If you're running short on time, let your audience know
- Generally, you're providing everything
- Have back up copies of visual aide (esp. w/ Prezis, PowerPoints, etc.)
- Go ahead & download videos, esp. if on YouTube
- Check the room(s) you're presenting in ahead of time
- Also, try to catch @ least 1 panel in that room
- For cosplayers: if you're at a con specifically for panels, now's not the time to break out the most exquisite & grand cosplay
- If there's a Guidebook app or equivalent, check it to make sure your panels are listed
- Don't use panels as little more than a soap box
- Don't insult your audience

Things changing for next year

- Compensation policy
- How many ppl are allowed in a group being cut back
- We are working towards developing a better panel submission system, so we can automate a lot more in the process
- Having a table of related deadlines...
- More panel related social media blasts

- Trying to make sure we have more panels according to our con theme/a themed track of sorts

Contact

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