Crafting High Impact Tabling Events

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1. Understand the physical space
2. Understand the table
3. Understand the story
4. Understand the human
5. Understand yourself

WHAT LIBRARY SCHOOL DIDN’T WARN US ABOUT
Understand the physical space

Tabling spaces can be large, where you are one of very very many.

Understand the physical space

Even small spaces can get very loud

Understand the table

Versatility is key – you don’t know the space you’ll be in and reusability saves prep time.

Double sided materials and clear displays are great!

Signs: http://oresdisplay.com/
Understand the table

A good sign or banner goes a long way.

Keep the design simple and leave some empty space.

Wizard’s Desk:
http://profusionartglass.blogspot.com/2014/05/miniatures-extravaganza.html
Understand the table

Use your hands to point and guide people through your materials.

Hand them items they should take and point to the valuable information.

<table>
<thead>
<tr>
<th>What does your research process need?</th>
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<tbody>
<tr>
<td>My grant proposal requires a Data Management Plan.</td>
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<tr>
<td>I need to publish my data into a public repository.</td>
</tr>
<tr>
<td>I want to know more about managing my research data.</td>
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</tbody>
</table>

- Email us a copy of your draft data management plan for a fast, free, and confidential DMP Review.
- Visit DMPTool.org to use a free wizard for DMP creation. Select the Review service to send to our local review team.
- The Illinois Data Bank is a free public data repository designed to preserve and distribute data produced by Illinois researchers.
- Contact us for a free deposit consultation if you're preparing data for another repository.
- Attend our workshops on data documentation, organization, and sharing. Check our website for more details.

Cat paw: © William Crochet / Wikimedia Commons / CC BY-SA 4.0
Understand the table

Interactive activities help get conversations started and boost energy.

But keep them short!

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Place stickers below
Understand the story

Have some 1-2 sentence pitches.

Don't just tell me why you are awesome, but why I should care about why you are awesome.

We can help you organize your data for deposit and save time during the publication process.
Understand the story

Respect people’s time and customize the pitch.

Look for context clues to guide you, or just ask qualifying questions.

I see you’re in the Sociology department, do you do qualitative or quantitative work?
Understand the story

Practice your pitches with other people and at the set up table.

Reposition materials for easier flow.

I need help with documentation for my survey data.

We can help with that, let me give you the card with our consultation hours.
Understand the story

You’re going to stumble on your words at least a few times.

Recover quickly!

Service curation data services, many we have...

....oops!

It’s okay!
Understand the human

Make eye contact and acknowledge people who pass by, but don’t pester them.

Allow people openings to refuse a visit.
Understand the human

People won’t want to bug you, so look available.

Keep laptop/phone work to a minimum.
Understand the human

Stand up when talking to people, but better to stand to the front & side of the table.

But don’t block materials
Understand the human

Don’t make people wait in line to chat.
Make eye contact and invite newcomers into an ongoing pitch.

http://imgur.com/JbH1Cg7
Understand yourself

Keep a clean table.

Eat meals elsewhere when possible.

Have a stash spot to hide drinks, your phone, or notebook.
Understand yourself

Take care of yourself!

Keep snacks/water behind the table.

Rest your voice & feet, and don’t forget to eat.
Understand yourself

Down time is great networking time.

Chat up the other tablers and get future table inspiration.
Understand yourself

Don’t forget to have fun!