Society for Ethnomusicology Annual Meeting
Accessibility Information and Guidelines

SEM is committed to ensuring that its Annual Meeting is as accessible and inclusive as possible for all attendees. Listed below are: 1) general accessibility information on the meeting, including details on the current year's hotel and city; and 2) guidelines for meeting presenters for increasing the accessibility of their presentations.

General Information

Indiana Memorial Union (IMU) and Biddle Hotel
900 East 7th St.
(812) 856-6381
imuhotel@indiana.edu

Conference sessions will take place in the IMU, which includes the Biddle Hotel.

Accessible entrances to the IMU:
North Side, Main Lobby Entrance
South Side, Whittenberger Entrance

Biddle Hotel Accessibility Information

Indiana University Parking Operations
(812) 855-9848
parking@indiana.edu
The Office of Parking Operations provides disabled parking permits for people with permanent or temporary disabilities as well as information about the most accessible parking areas.

Indiana University Campus Bus Service
(812) 855-8384
iubus@indiana.edu
The Campus Bus Service provides information on accessible bus options.

Bloomington Transit (City Buses)
(812) 336-7433
Bloomington Transit provides information on accessible bus options.

[Hyatt Place Bloomington](#)
217 West Kirkwood Ave.
Bloomington, IN 47404
(812) 339-5950
daniel.burton@hyatt.com

[Accessible Rooms Information](#)

[Hilton Garden Inn Bloomington](#)
245 North College Ave.
(812) 331-1335

[Hotel Accessibility Information](#)

[Accessible Rooms Information](#)

Additional Conference Information:

Conference Program Session Rooms (IMU). Attendees should ensure that all aisles and spaces surrounding presenter tables/podiums remain free from obstructions that would hinder mobility. All program session rooms are equipped with audio amplification (public address) systems.

Special Requests. SEM's online [conference registration form](#) includes a field on page one in which attendees can enter requests for special assistance. Attendees should enter requests at least 60 days before the conference. Attendees may also contact the SEM Executive Director at semexec@indiana.edu or (812) 855-8779.

SEM Banquet (Saturday night). The online [conference registration form](#) includes a field on page two in which attendees can enter special requests concerning food allergies or dietary restrictions.

Perfumes and Fragrances. Attendees should refrain from wearing scented products in order to accommodate individuals who are sensitive to fragrances.

Program and Abstracts Books (electronic formats). Attendees are encouraged to use electronic formats of the Program Book and Abstract Book to increase font size. Both books can be downloaded from the conference website. The Program Book is also available through the conference mobile app.

Guidelines for Presenters

Presenters at the SEM Annual Meeting are requested to follow the below guidelines for increasing the accessibility of their presentations.

Microphones. All program session rooms are equipped with audio amplification (public address) systems. Presenters must use the microphones provided, regardless of the size of the room or the size of the audience.

Visual and Aural Communication. In order to accommodate attendees with a range of visual, aural, and language abilities, presenters should describe visual material (slides, photographs, videos) and summarize foreign-language content in audio/video recordings. If possible, include captions for speech and song in audio/video recordings.

Graphics in Presentation Slides. In order to accommodate attendees with a range of visual abilities, presenters should use a high contrast color scheme to heighten the definition of text from the slide background and should use a sans-serif font (such as Arial) in a large point size.

Hard Copies of Papers or Outlines. In order to accommodate attendees who prefer visual communication, presenters are encouraged to bring to their session a few hard copies of their papers or paper outlines in large print (at least 16 point).