

How to List Conference Presentations in a Resume

Your resume should reflect research, professional or poster presentations you've made at institutions and conferences or specialty association meetings during your undergraduate career. Follow the steps below when incorporating presentation experiences into your resume.

1. Choose which conference presentations to include. If you have many, choose the top five to include based on how impressive the venue was or which are most recent.
2. Add the section title to your resume. If you're listing all the presentations, call it "Conference Presentations." If you chose the top five, call it "Selected Conference Presentations."
3. Type the name of the presentation first. This should match what was printed the program or listed online for the conference.
4. Type the name of the conference in italics. Use the official conference title.
5. Add in the location of the conference. Include the city and state.
6. Add the date, including the month and year.

A finished entry would look as follows:

"International Business and the Changing Marketplace," *Celebration of Scholarship and Learning*. Towson University, Towson, MD, October 2021.