



The Herodotus Helpline is a research community dedicated to the discussion of any topic connected to the world of Herodotus' *Histories*. The Helpline is open to everyone, and we do not charge for any of our events or resources. To take part in events, you simply need to register as a 'member'.

The Helpline Seminar

The seminar is open to all, and all participants are encouraged to contribute to discussions. Unlike some other Zoom seminars, we allow all participants to see the identities of others, and (where your video is activated) to see other participants' faces. We also encourage all participants to voice their own questions and comments (though you may prefer to use the chat function to ask questions).

The seminar is international in membership and non-hierarchical in ethos. We want debate and discussion to be direct and lively, but also generous and constructive. (We don't see any tension between these goals: the first is built on the foundation of the second!)

Aggressive behaviour or language will have no place, and we will have no hesitation in 'muting', and ultimately excluding, any participant who we feel falls short of reasonable standards of politeness. (This has never yet been necessary.)

The Seminar Schedule

In filling the seminar schedule, we aim to maintain a balance between being as open as possible to the widest variety of topics and approaches and seeking to develop a number of themes. We also try to achieve a balance between early career and more established speakers, a balance of genders, of national backgrounds and approaches.

We fill the seminar schedule through a combination of calls to our circulation list and active recruitment of suitable speakers from within and beyond the circulation list. Please feel free at any time to volunteer a paper for the seminar, to propose the names of other speakers, or to make suggestions of ideas for themes that you feel the seminar could develop.

We are also open to suggestions of sessions in different formats, including the discussion of new publications and of classic books and articles.

Timing and duration of seminars

Seminars begin at 6pm GMT (thus at 7pm British Summer Time during the days of UK daylight saving). They will last no longer than 1 hour and a half. The meeting begins half an hour before the formal start of presentations for informal chat. Please feel free to join us.

Do not feel embarrassed if domestic or work responsibilities take you back and forth from discussion, or if you need to leave before the end of the discussion. We want the seminar to provide stimulation and an outlet, not to be an imposition.

Zoom

Seminars take place via Zoom. We will send out the invitation and link to the next seminar twice: first, around a week in advance, and secondly, 1-2 days in advance. (We regret that we cannot send out invitations to individuals for particular seminars; to come to one seminar, you need to subscribe to the circulation list by becoming a member.)

There is no need for you to pay for a subscription to Zoom in order to participate; you simply need to click on our invitation to a meeting and follow instructions.

A few features of Zoom might be particularly useful:

- at the top of the screen, you can choose between 'gallery view' (which gives you small thumbnail images of all participants) or 'speaker view' which automatically zooms in on the individual speaking.
- at the bottom of the screen you can see a few options:
 - 'Chat' allows you to send a message to everyone in the meeting (e.g. to share information during the discussion), or to write to a single individual, e.g. the chair.
 - 'Share screen' allows you to show to everyone what is on your screen; this is useful for speakers when using a handout or when they want to highlight a particular passage / an artefact.
 - You can also use 'reactions' either to give a thumbs-up or a clapping gesture.

So that everyone can hear the seminar presentation and discussion, we ask all participants to mute their microphones, and turn them on only when they want to make a contribution.

Advice for speakers

- Papers should normally be no longer than 45-50 minutes in length.
- Please ensure, in so far as you can, that you have a good microphone and a stable internet connection.
- We advise that you use a powerpoint presentation or handout, and then share your screen. Please arrive in the meeting before the formal start, so that we can test sharing your screen. (We are also, of course, willing to have a trial run at an earlier time.)

If you have any questions about the best format for your presentation, please do not hesitate to contact us.

Advice for discussants

We want all participants to feel as free as possible to contribute questions and comments. If you would like to ask a question, it is best to follow one of the following routes:

- Use the chat function to communicate that you want to ask a question
- Raise your hand using the 'reactions' function

Please try to avoid the situation in which two people (e.g. speaker and questioner) are talking over each other.

Data protection

We are keeping your email addresses (within the herodotushelpline email account) primarily for the purpose of inviting you to participate in seminars. We will also occasionally send notices of other activities of the Helpline, of related events, or of publications. We will never share your contact details with third parties, and we will always write to the circulation list using bcc.

If at any stage you want to withdraw from the circulation list, please just request it by emailing herodotushelpline@gmail.com.

Copyright

Where unpublished papers are circulated, participants should *never* share the papers more widely, quote from them in published work, or make other use of them without the permission of the author.

Subject to the willingness of speakers, our normal practice is to record seminar presentations to include on our YouTube channel. We do not record the subsequent Q&A discussion.

Finally...

please don't be put off by all these 'rules'. The idea is to try to anticipate any areas of difficulty in advance, so that discussion can be as lively and unbounded as possible. If you have any questions, suggestions, or concerns, contact us on herodotushelpline@gmail.com