

ORAL PRESENTATION GUIDELINES

1. Technical sessions will be held on Monday and Tuesday, April 12 and 13, 2010 respectively. On the day of your presentation you should plan to deliver your presentation to the AV technician at the Bartos Theater between 7:00 and 8:00 a.m.
2. Please refer to your acceptance letter for the exact length of your presentation time and question and answer period. It is important that each presenter be prepared to adhere to the time limit.
3. The meeting room will contain the following A-V equipment:
 - a. LCD projector equipped with an laptop computer and zip and CD drives
 - b. Laser pointer
 - c. Podium microphone
 - d. Tie pin (Lavalier) microphone
4. Please refer to the Power Point Guidelines instructions to prepare your visual presentation.
5. The Abstract in electronic format (.pdf file) is due on March 10, 2010 at ASPE headquarters. Please refer to the "Extended Abstract Instructions" to assist you in preparing this abstract.

Please direct further questions to Erika Deutsch-Layne at ASPE Headquarters. The e-mail address is erika_layne@aspe.net and the telephone number is (919) 839-8444. We can also be reached by fax at (919) 839-8039.