

To: WSASAS Presenters
From: Ken Olson
Date: May 22, 2006
Subject: Downloading Presentations

All presentations must be in PowerPoint. PowerPoint is the only presentation software that will be available on the computers in the presentation rooms. All presentations must be downloaded to the conference center computers. Personal computers cannot be used to eliminate the risk of incompatibility between computers and projectors and “down time” between presentations.

You may email your presentation to Becky Barnes (rebeccab@ext.usu.edu) before the meeting or bring your presentation in a downloadable format to the meeting. The presentation download room will be Room 212 in the Eccles Conference Center.

Please bring your presentation to the download room on the day before your scheduled presentation time at the latest so that the conference center staff has time to get it uploaded onto the computer in your presentation room. It can be downloaded anytime sooner than the day before, as well.

A practice room will be available in the Eccles Conference Center (room 313). An LCD projector will be available in that room.

If you have questions, contact Becky Barnes (rebeccab@ext.usu.edu or 435-797-1691) or Ken Olson (ken.olson@usu.edu or 435-797-3788).