

To: WSASAS Presenters
From: Dick Battaglia
Date: April 17, 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 Idaho Commons computers. Personal computers cannot be used. We must eliminate the risk of incompatibility between computers and projectors and “down time” between presentations.

You may email your presentation to Cody Williams (codyw@uidaho.edu) before the meeting or bring your presentation, in a downloadable format, to the meeting. The presentation download area will be at the Registration Desk in the Idaho Commons.

Please bring your presentation to the Registration Desk on the day before your scheduled presentation time, at the latest, so that the conference 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, with an LCD projector, will be available in the Idaho Commons. Registration Desk staff will be able to direct you.

If you have questions, contact Cody Williams (codyw@uidaho.edu) at 208-885-6347 or Dick Battaglia (dickb@uidaho.edu) at 208-885-6348.