



SPEAKERS' INSTRUCTIONS FOR ANS NATIONAL MEETINGS

1. When you arrive at the meeting, please sign in with the attendant at the Speakers Desk in the ANS Registration Area.
2. Please report to your Session Chair, in the room assigned for your session (as listed in the Official Program). 15 minutes prior to the start of the session at which time you might provide him/her with brief biographical information, if you have not already done so.
3. Please cooperate with your Session Chair in limiting your presentation to the time indicated in the Official Program. This time includes a five-minute discussion period following the formal presentation of your paper.
4. Please do not ask the Session Chair to reschedule your paper within the session. Many attendees schedule their attendance at various sessions in accordance with the printed times listed in the Official Program.
5. All technical session rooms will be supplied with the following equipment:
 - 1 LCD Projector
 - 1 Overhead Projector
 - 1 Screen
 - 1 Laser Pointer

Note: If you are presenting from an LCD projector:

****You must bring your own laptop computer with your presentation on it.***

****You are responsible for your own computer.***

****You should know how to toggle the display on your laptop computer to project on the LCD projector. This is usually a Function Key (F5, F7, etc.)***

****LCD projectors will be able to project a resolution of 1024X768.***

**** A VGA cable will be provided.***

(If you would like to rent a laptop computer for the scheduled session, the cost will be \$90.00)

Other equipment such as 35mm slide projector, tape recorders, video tape players, monitors, extra-large screens, computer hookups, etc., can be provided at **cost to the presenter**. (A 35mm slide projector w/lens and stand will be \$60.00.)


ANS will provide a Speaker-Preview Room equipped with an LCD projector and an overhead projector, where you can preview your presentations.

(Over)

All requests for other than standard equipment must be received at least three week prior to the meeting. Last-minute equipment orders will be honored when possible, but no guarantees can be provided. All orders must include form of payment. Orders received without payment are not guaranteed

Please use the form below, if you require other than that which is listed as standard. If you wish, you can call the ANS Meetings Department for information on equipment costs.

Fill out and mail (or fax) by _____

Equipment Needed: _____ 

Form of Payment: _____

Credit Card No.: _____

Paper Title: _____

Session Title: _____

Author Name/Address/Phone: _____

Log Number: _____

Signed: _____

Mail to: American Nuclear Society
Attention: Meetings Department
555 N. Kensington Avenue
LaGrange Park, IL 60526 USA
Telephone: 708/579-8255
Fax: 708/579-8234