

Presentation Information Packet

Please complete and send this form for your presentation at the 30th Annual Louisiana Remote Sensing and GIS Workshop to the e-mail address(s) below. Alternatively, you may submit an MS Word document or RTF file and include the information indicated below.

Title:	
Type:	<input type="checkbox"/> Paper/Oral Presentation <input type="checkbox"/> Poster
Author(s):	
Affiliation(s):	
Address:	
E-mail:	
Abstract (approx. 250 words)	
Speaker Bio: (Optional)	
Approval:	<input type="checkbox"/> By checking this box, I affirm that I DO NOT WISH to have my presentation or poster published online or via other digital media as a part of a compilation of the 2014 Workshop.

Submit abstracts to: abstracts@lagic.lsu.edu

Presentation Guidelines

A laptop computer will be provided at the podium for your presentation. Wireless internet access will be available.

Presentation Requirements

- Microsoft PowerPoint 2003 or greater format is supported.
- Graphic/Video Animations are supported, but not recommended without confirmation tests.
- Presentation materials must be delivered via Flash Drive or CD/DVD- ROM no later than 1-hour before the presentation.
- Presentation materials must be copied to the presentation computer.
- Hand- outs are permitted.
- Presentations will be displayed at 640x480 or 800x600 resolutions.

Available Software

- Microsoft PowerPoint
- Adobe Acrobat Pro
- Macromedia Flash
- ESRI ArcGIS: ArcEditor with various Extensions
- Google Earth
- Most major media players (Real, Quicktime, Windows Media).
- Additional Applications may be supported as needed.

Instructions for Oral Presenters

Once approved, your presentation will be assigned a session moderator. Please contact your session moderator as soon as you can on the day of your presentation. Presenters must be registered attendees or vendors of the workshop. Please allow at least one hour prior to the time your session begins in order to resolve last minute changes or needs. Presentations must be loaded onto the podium computer before your session begins, preferably during inter-session breaks. If there are special needs for your presentation please contact your session moderator two weeks prior to the meetings to allow time to determine if your need can be met. Presentation Time-Limit: Because time allotments may vary, we cannot provide you the exact time available for you oral presentation. However, you should prepare for a 15-minute talk with an optional five minutes for questions. You will be signaled when there are two minutes remaining of your 15 minutes. At that time you should prepare to finish your discussion, as the Moderator will have to begin introduction of the next speaker when you time is up. Time extensions will NOT be permitted.

Instructions for Poster Presenters

All poster presenters must be registered before the posters go on display. Presenters will be provided with an easel, a 3.5 ft x 5 ft piece of foam core board, and pushpins.