

AV and Computer Information for Paper, Poster, Symposia, Workshop and Doctoral Consortium Presentations

Below we provide more information about the available computer and audio visual (AV) equipment for all the conference sessions. If you have any other equipment needs, please send us a request by June 1 to etu@gseis.ucla.edu. We will try to accommodate your request.

PAPER AND SYMPOSIA PRESENTATIONS

All of the paper presentation sessions are scheduled in one of the five presentation rooms: Carousel A, B, and C and Marquee I and II. Each of these presentations room will come equipped with the following audio-visual and computer set:

- 1 large white projection screen
- 1 overhead projector
- 1 LCD projector
- 1 Macintosh PowerBook with internal CD-ROM drive and Microsoft Office Suite PRO including Powerpoint
- 1 set of speakers

We urge all presenters to save their presentations on CD-ROMS or flash drives and upload their presentations before their session. This will allow smooth and quick transitions between speakers and avoid the time consuming (and often problematic) switching of LCD projector connections between computers. Internet access is not available.

POSTER PRESENTATIONS

All of the poster presentation sessions will be held in Carousel (on Thursday the Marquee room is available as well).

Each presenter will be provided with a white display board (h 36" x w 48" or approx. 100 cm height x 140 cm width) to be picked up at the registration desk (see also picture insert). Please bring scotch tape or pins to past the materials to the poster boards. Poster boards are yours to keep.

Tables will be provided to place poster boards with room for handouts and or a laptop computer. We will not have access to power outlets for all presenters so make sure to charge your batteries beforehand.



Internet access is not available.

DOCTORAL CONSORTIUM

The doctoral consortium will be held in the reading room in Moore Hall, the main building of the UCLA Graduate School of Education & Information Studies. We will provide transportation to and from the hotel on both days. Departure times are 8:15am in the morning (Doubletree Hotel) and 5pm in the afternoon (Moore Hall).

The reading room will come equipped with the following audio-visual and computer set:

- 1 large white projection screen
- 1 overhead projector
- 1 LCD projector
- 1 Macintosh PowerBook with internal CD-ROM drive and Microsoft Office Suite Pro including Powerpoint
- 1 set of speakers
- Internet connection

We urge all presenters to save their presentations on CD-ROMS or flash drives and upload their presentations during breaks. This will allow smooth and quick transitions between speakers and avoid the time consuming (and often problematic) switching of LCD projector connections between computers.

WORKSHOPS

All Tuesday workshops will be held in assigned rooms (to be announced later) in Moore Hall, the main building of the UCLA Graduate School of Education & Information Studies. Two of the Wednesday workshops (NSF Funding and Higher Education) will be held at Doubletree Hotel. We will provide transportation to and from the hotel on both days. Departure times are 8:15am in the morning or 12:15 pm (Doubletree Hotel) and 5pm in the afternoon (Moore Hall).

The workshop rooms will come equipped with the following audio-visual and computer set:

- 1 large white projection screen
- 1 white board
- 1 overhead projector
- 1 TV/VHS player
- 1 LCD projector
- 1 Macintosh PowerBook with internal CD-ROM drive and Microsoft Office Suite Pro including Powerpoint

1 set of speakers

Internet connection (only at UCLA)

Computer lab is available if needed. For additional needs contact workshop coordinators at <workshops@gseis.ucla.edu>