



Audio-Visual & Room Setup

Audio-Visual equipment provided for each session:

- LCD Projector
- Projection Screen
- Laser Pointer
- Lapel Microphone

Room Setup: All technical sessions / tutorials are set up classroom style

*[Place cursor to the right of the * to enter information requested]*

Speaker or Instructor Name * _____

Session or Course Title * _____

I have no additional requests

Additional Requests (*easel, flip chart, markers, etc.*)

1. * _____
2. * _____
3. * _____
4. * _____

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