

**Request for Audio Visual Equipment**  
*NER Foundation Symposium*  
*June 9 & 10, 2007*  
*Hyatt Regency Chicago*  
*Chicago, Illinois*



First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Designation \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Presentation Number/Title: \_\_\_\_\_

Presentation Day/Date/Time: \_\_\_\_\_

Please indicate if you will need any of the following for your presentation:

**LCD Projection (please complete the following)**

My presentation will be developed on the following platform:

- |   |   |
|---|---|
| <input type="checkbox"/> PowerPoint 2003 (PC) | <input type="checkbox"/> PowerPoint 2001 (PC)   |
| <input type="checkbox"/> PowerPoint XP (PC)   | <input type="checkbox"/> PowerPoint 98 (MAC)    |
| <input type="checkbox"/> Web Browser          | <input type="checkbox"/> Other (describe) _____ |

I will supply my presentation on the following computer media:

- Floppy Disk     Zip Disk (100mb or 250mb)     CD-ROM (or CD-R or CD-RW)     USB Drive

**1/2" VHS video projection equipment**

The ASNR Meetings Department will contact you if your Audio Visual equipment request cannot be accommodated. If you require equipment not listed above, please contact the ASNR office immediately at 630-574-0220, x228.

Please return completed form via fax by Friday, March 2, 2007 to:

NER Foundation Symposium  
Fax: (630) 574-1740  
Attention: Valerie Geisendorfer

**REMINDER: Visit the Speaker Ready Room - Columbus Room A-B at the Hyatt Regency Chicago no later than 4pm the day prior to your presentation. If you are unable to visit the Speaker Ready Room by 4pm the day prior to your presentation, please notify the ASNR offices. Changes to presentations are allowed up until 1 hr. prior to the start of the session.**

**In an effort to decrease problems with presentations, faculty will be able to submit their presentation before the meeting. Faculty is still required to check-in at the Speaker Ready Room to conduct one final check of their presentation.**