I/ITSEC AV Form

2022

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Audio Visual Support Form

***(These fields are expandable. They will expand to fit your information.)***

**Submit this form by 30 September to Annie Patenaude** **annie@ampanalytics.biz** **ONLY if AV is NOT sufficient for your presentation.**

Paper Title:

Paper Number:

Presenter:

Phone Number:

E-mail:

Each I/ITSEC Presentation room will have the following setup and standard audio/visual support available for papers and tutorials. **If these specifications do not meet your needs**, please indicate additional support requests in the space at end of document.

* Speaker's Podium Standing with light and note shelf. Microphone on Podium.
* Presentations will be preloaded and available on the in-room computer. Computers will have USB ports disabled for security purposes.
* Practice Rooms will have all presentations preloaded. AV will be the same setup in the practice rooms as the Presentation Rooms.
* If you require internet, you must bring your own MiFi device and computer. This should be coordinated with your subcommittee chair. If using another computer is approved, the subcommittee chair will ensure that the presentation is the same one as previously submitted.

We will attempt to support your additional requests based upon *your advanced notification and availability*; ***requests are not guaranteed***. Authors will be informed about the status of their requests.

**Specific information about your additional desired set up.**

*Please note your request here:*