

## Speaker Instructions

Invited papers are given 25 minutes with 5 minutes for discussion. Contributed papers are 8 minutes in duration with 2 minutes for discussion. Discussion is often vital to work presented, and these times will be strictly adhered to.

AAPT will provide a LCD projector w/sound for video and a microphone in each session room. Laptops will **not** be provided in the session rooms. If you are not able to bring your own laptop, please check with the session organizer to make other arrangements. It is important to arrive to the session room at least 10 minutes in advance to either load your presentation onto another presenter's laptop or hookup your own.

Internet will not be provided. Wireless connections can be purchased through AAPT at a cost of \$30 for the dates of July 25-29. You must purchase your wireless connection by July 22 (connections cannot be purchased onsite). To purchase your connection, please call 301-209-3340.

AAPT will not be responsible for or provide the necessary equipment for Skype sessions at the national meetings. We require that all speakers be present to give their presentations.

**MAC users** please be sure to have the proper connections cables.

AAPT would like to collect and archive all presentations from the winter and summer meetings. Please forward a copy of your presentation to [webmaster@aapt.org](mailto:webmaster@aapt.org).