



AUDIO/VISUAL NEEDS

Speaker Information (for lead contact to complete):

Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

Audio/Visual Needs:

All session rooms will be equipped with the following: PC-compatible laptop computer and LCD projector. Please check any additional audio/visual equipment you'll need for your presentation:

- Internet Access
- Easel/Pad/Markers
- TV/VCR
- Overhead Projector
- Other (Please describe): _____

The conference committee will make every effort to accommodate your audio/visual request using available resources.

Session Presentation Materials

Session presentations will be uploaded to the MRPA website as PDF files after the conference. Please email an electronic version of your presentation to Bethani Gerhard, MRPA, at gerhard@mnrecpark.org by Friday, April 9.

Speaker introduction and Biography

Each speaker will be introduced before his/her presentation. Please indicate the following:

- I prefer to introduce myself.
- I prefer to have a volunteer introduce me. I'll email a brief biography (100 words or less) to MRPA at gerhard@mnrecpark.org by Wednesday, March 31.