

Middle-Atlantic Planetarium Society Conference 2015
Garden City, NY -- Wed-Sat, May 13-16 -- "Universal Knowledge"
Proposal to Present due April 15, 2015 (with registration)

Presenter Information

Company/Facility: _____
Name: _____
Title: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Email: _____

Presentation type - check one (copy and submit a form for each proposal)

(see Presentation Guidelines on other side)

☐ Workshop:

- ☐ Delegate (75 minutes) or ☐ Vendor (45 minutes).
☐ I can present my workshop on any of the following days
 ☐ Thursday ☐ Friday ☐ Saturday
☐ I can repeat my workshop on any of the following days
 ☐ Thursday ☐ Friday ☐ Saturday
☐ Workshop requires a Classroom (tables, chairs and blackboard or whiteboard provided)
☐ Workshop requires Planetarium
 ☐ Digital (max 30) ☐ Opto-Mechanical (max 30)

Workshop capacity: _____ Cost per person (if any): _____

☐ Talk (15 minutes, including questions)

- ☐ I can present my talk on any of the following days
 ☐ Thursday ☐ Friday ☐ Saturday

☐ Poster (table provided - there will be a one-hour designated poster session)

- ☐ I need a blank poster board (30 X 40 inches- \$5 at registration table)

Title of Presentation

Abstract/brief description (to be published in program)

See other side

Equipment needed to support my presentation (Check all that apply)

- ☐ Video projector
- ☐ Laptop (Windows Operating System)
- ☐ Audio speakers
- ☐ Slide projector
- ☐ Overhead projector
- ☐ DVD player
- ☐ Planetarium: ☐ Digital ☐ Opto-Mechanical
please describe needs _____
- ☐ Other - please specify (may be unavailable)

If requesting use of the host system to show content :

Direct questions about technical details and/or slicing fees to:
Kerri Kiker: Kkiker@cradleofaviation.org (516) 572-4049

Workshop Guidelines:

- Presenter must be a MAPS member.
- Presenter provides all presentation and/or hand-out materials.
- Presenters are expected to adhere to the published time allotment.
- Workshops may not be used to represent vendor specific services,
(e.g. proprietary equipment training,) or as sales presentations

Poster Guidelines:

- Presenters must be a MAPS member.
- Poster should be free-standing, tabletop style:
 - dimensions up to 4 ft wide by 2 ft deep by 4 ft tall
 - Cardboard Science Fair display boards are perfect for posters.
- If you require a blank poster board, you may pick it up at the registration table for \$5
- You must provide your own adhesive materials.
- Please check with the person at the registration table for instructions on
how, when and where to set up your poster exhibit.
- Clearly display your name, facility, address, and contact numbers so delegates
may have an opportunity to follow up on your work.
- We encourage you to provide at least 100 copies of a handout related to your
exhibit for MAPS members to take home.
- Poster sessions MAY NOT be used to make sales presentations.
- Provide the text of your poster and copy of any hand-outs in electronic form by April 15, 20:

