

Audio Visual equipment available for the Conference

The following AV equipment will be standard in each presentation room (except for special conference events).

1. Presentation rooms will be equipped with the following: LCD data projector; speakers, and projection screens.
2. Wifi will also be available free in all the conference presentation rooms. An access code will be given to each registrant at the conference. It is also a good idea to have a copy of your presentation on some other form of digital media such as a thumb drive in case problems arise.
3. The PCA/ACA conference organizers strongly encourage each presenter using digital media to bring their laptops (either PC or Mac). The cable from the digital projector will have a VGA plug at the end. Many laptops can accept the cable directly although the newer ultra-slim models may require a patch cord to connect with the VGA plug. Please make sure you have the right patch cord. If you are using a MAC I-Book (or MAC Air) make sure you bring the special adapter so it will connect to the LCD projector. We encourage you to consult with your college/university media department to verify which adapter to bring with your Mac or by visiting Apple.com. In all cases, try your presentation out before you come to avoid problems when you arrive.
4. Presentations may also be run from I-Pads and Droid pads and various other devices. As in #3 above, make sure you have the patch cord that allows your device to accept a VGA plug.
5. It is usually best if you arrange with the members of your panel to put all the presentations on one computer. This allows for the quick and ready flow of presentations.
6. If your presentation requires AV equipment/support outside of #1, you will be required to contract with our conference AV provider and will be liable for all labor and equipment costs.
7. Please Note: most VHS tapes, slide presentations, and other video formats can be transferred to DVD, either for a fee or, sometimes, through your college/universities AV/IT departments. You may want to consider this option if warranted.