2017 AAS/SUS Surgical Investigators Course
Audio Visual Specifications

We ask that if possible faculty submit their presentations in advance of the course so that the ASC staff and on-site AV staff may pre-load the presentations to the meeting room laptop and test them in advance. Please plan to send your Presentations to me at christines@academicsurgicalcongress.org Saturday, February 4 for pre-loading. If you are unable to submit in advance, be sure to arrive to the course by no later than 12:45pm on Sunday morning to upload it on-site with the AV technician.

Presentations must utilize PowerPoint or other acceptable video formats (listed below), playable on a PC. There will be no MAC computers available at the podium.

Acceptable Formats Include:

- Mpeg (.mpg, .mp2, .mp4)
- Windows Quicktime (.mov)
- Flash (.flv)
- .dv, .avi, .wmv

Acceptable Frame Size:

- 1280 x 720 pixels
- Widescreen 16:9 (Standard 4:3 will not be supported)

Acceptable File Size:

- Up to 4.7 GB (one DVD's Worth)
- Most 10 min presentations will occupy about 2GB worth of data

MAC USERS:

Each presenter is responsible for confirming their presentation can be played on the computer in the course room. If your presentation is in Keynote, please export it to PowerPoint prior to uploading and make sure the file functions properly.

If you require that your presentation be played on a MAC, you must use your own laptop. Inform the technician in the course room and provide them with your laptop **in advance of your talk**, so it can be formatted for seamless integration with the in room AV Equipment.

AV Equipment that WILL NOT BE AVAILABLE:

- European PAL video projection
- 35mm slide projector
- Dual slide projection
- VHS/SVHS video projection
- MiniDV/ DVCAM video projection