Paper/Poster/Workshop Submission Form

Send submissions to: Dave Maness david.maness@memphistn.gov **by May 1, 2018.**

Name: _____ Regional Affiliate: _____

Mailing address: _____

Email: _____ Phone: _____

This is a (check appropriate): a **live talk** _____, a **poster** _____, a **workshop** _____.

Title of presentation: _____

Abstract (If you need more space, include it in the email):
_____
_____
_____
_____
_____
_____
_____
_____
_____

Special Presentation needs (if any):
_____
_____
[SEPA will provide NEC mod.VT595 projectors with DVI, VGA and S-Video inputs. Please bring your program on a thumb drive formatted for MS Windows 8 or 10 or Apple laptop.]

Notes: If accepted, **Adam Thanz** will contact you for: All images with notes, pictures of any props with notes, presentation summary, and any video if available. See below.

For **a poster**: send him a digital file of entire poster, a summary, and (if possible) a video of presenter explaining poster.

For **a live paper presentation or workshop:** send him a list of assets used with notes, digital photos of any props with notes, a summary of the workshop, and (if possible) a video of workshop.

If your presentation is accepted and your materials are submitted to **Adam Thanz** by May 22, 2018, you will receive a $25 VISA gift card either at the conference or later by mail.

Plans are being made to video the sessions. If successful, the presentations will be compiled and uploaded to the SEPA and/or your affiliation's websites.