Preparing Presenters & Presiders for the Main Attraction
Meet Your Hosts

Judy Williams
Program Coordinator
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Darlene Winnington
Presider Chair
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Honey Kirk
Assistant Conference Coordinator
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Thank you for submitting a proposal and/or volunteering to be a presider. Your experience and expertise is what makes our conference great!

Round of Applause!
Today’s Agenda

- Conference Overview
- Presentation Preparation
- Check In
- Mobile App
- Presider Duties
- Poster Session
- Social Media
- Q&A
Welcome to the 44th AMATYC Conference!
Disney’s Coronado Springs Resort
And all Disney has to offer!
Disney’s Coronado Springs Resort
Registration Desk — Coronado Ballroom Foyer
(Conference Center)

Wednesday, November 14..............4:00 pm - 8:00 pm
Thursday, November 15.................7:00 am - 6:00 pm
Friday, November 16 ......................7:00 am - 4:00 pm
Saturday, November 17 .................7:00 am - 8:00 am
Saturday, November 17 ....................10:00 am - Noon
Conference Overview

- 1200 + Attendees
- 450+ Presenters
- 150+ Sessions & 24 Mini Sessions *(new)* & 5 *(new sort of)* Themed Sessions & a Symposium
- 2 Featured Presentations
- Regional Meetings & Luncheons
- Commercial Sessions
- Exhibit Hall
Corporate Partners – Thank you!
Presentation Preparation

• Check room location
• Check room size
• Check equipment
• Handouts?

• **Check in with Judy and Darlene**
INVITATION TO PRESENT

American Mathematical Association of Two-Year Colleges

Orlando, Florida – November 15 to November 18, 2018

Reply to Judy Williams, jwilliams@tcc.edu, by Friday, April 15, 2018

2018 Proposal Number: 2253
Presentation Number: S133 (S=Session, W=Workshop, T=Themed)
Day: Saturday
Time: 11:55 am - 12:45 pm
Room: Fiesta 7/8    Seat Max: 80
Equipment: *Computer Projector+Screen

NOTE: Only the equipment listed above will be provided by AMATYC and may not include all you requested.
Your acceptance acknowledges your agreement with the equipment provided.
(INTERNET ONLY IF LISTED ABOVE IS FOR THE PRESENTER)

CONNECTING YOUR DEVICE: Direct HDMI output built in. The speaker must provide other connectors/adaptors. A document with the JPEG images of these outputs can be found at http://www.amatyc.org/?InvitePak2016.
Connecting to the Projector

In order to connect your laptop to the projectors in the rooms, your device must have HDMI output built in as shown in the pictures below, otherwise you must bring your own connector.

Note: You are responsible for bringing your laptop. AMATYC does not provide the computer, just the projector.
Using the Conference App

Download the app
Using the Conference App

• Program
• WiFi availability
• Use of devices
• Session evaluations
• Local information
• Other?
Presider Duties

• Register with Judy & Darlene
• Place sign on door if all seats are filled
• Introduce speaker(s)
• Offer assistance to speaker(s)
• At 5-minute warning remove “full” sign (if used)
• Thank attendees and speakers
• Remind/explain evaluation process/give title and session #
• Complete form and return to registration desk
Poster Session- Veracruz C
Friday 2:00 pm – 4:00 pm
Set up at 11:00 am

• Check-in with Honey in South Registration
  Wednesday, November 14..............4:00 pm - 6:00 pm
  Thursday, November 15...............7:00 am - 10:00 am
    1:00 pm – 2:30 pm
    4:00 pm – 4:30 pm
  Friday, November 16 ...... In Veracruz C after 9:15 am
Disney’s Coronado Springs Resort

Registration Area

South Registration Area

Veracruz C Exhibits and Poster Session
Poster Session

• Available supplies for check-out
  Tri-fold poster board (36” x 48” open & 36” x 24” closed)
  Mounting supplies; scissors; markers
• Friday morning set-up begins 9:15 am
• Friday afternoon take-down starts immediately following the poster session
Social Media- Share Your Experience

• #AMATYC (Twitter)
• Join your regional group on FB if not already a member
• Share photos on the App
• Watch for FB Live opportunities & tell your colleagues
QUESTIONS FOR US?