



Thinking of Presenting With Your Mac?

1. **We will be using PCs for the projection during the conference.** There will be video switchers available to switch between PC and personal Macs but we would prefer to limit switching between computers as much as possible because it is not foolproof, can result in interrupted sessions, and consumes speaker time.
2. **Should I use a PC or Mac to present?**
 - a. **If you have a presentation that has no, or limited, video content** we highly recommend that you observe the steps outlined in *"How to Avoid PowerPoint Presentation Problems"* when creating a PowerPoint file and project it using the provided PC.
 - i. If you have access to a PC with current software you should see if the file works well on it.
 - ii. You may also send the file to NASBR (see below) and we will make sure that it works on the actual computers that will be used in the presentation room.
 - b. **If you have a presentation that has graphics that you think will not project well**, we still encourage you to use the provided PC. Do consider sending us a file to proof on the PC – chances are that it will work well if you followed the guidelines in *"How to Avoid PowerPoint Presentation Problems"*.
 - c. **If you are absolutely certain that you wish to use your personal Mac** for the presentation, do consider the following:
 - i. Your talk will be moved to the end of your session so as to keep all the Mac talks together rather than switching back and forth between computers
 - ii. This could result in the program schedule changing significantly not just for you but also for others in your session.
 - iii. It is your responsibility to bring the appropriate adapters necessary to connect your computer to the projector (typically VGA or HDMI).
 - iv. The 15 minute allocation for your talk includes the time taken to set up your computer, to make sure it is functional, as well as the time to disconnect it before the next speaker. Please adjust the length of your talk accordingly.
 - v. **If you choose this option you MUST inform the Program Directors by Wednesday, September 1st so that the schedule changes can be included in the final printed program.**

Sending Your Presentation File for Proofing

1. Send an email to registration@nasbr.org requesting that your file be proofed.
2. Unless your file is small (less than 2 MB) do not attach it to the email. Instead, use online storage like Dropbox, iCloud, OneDrive, etc. and send a link to the file.
3. Make a note of any specific slides that you may be concerned about what we should look for.