SPACE RESOURCES ROUNDTABLE VII:
LEAG CONFERENCE ON LUNAR EXPLORATION
October 25–28, 2005
South Shore Harbour Resort and Conference Center, League City, Texas

Instructions for Electronic Presentations

OPTION 1 —

Participant brings own laptop to connect to the LCD projector provided in the room.

Participant laptops may be tested with the LCD projector in the Marina Plaza Ballroom according to the following schedule:

- 7:15 to 8:00 a.m. (45 minutes before the morning session)
- 1:00 to 1:30 p.m. (before the afternoon session)
- During scheduled breaks

Participants will be required to verify the following requirements:

- that they can produce a VGA signal at 1024×768 resolution from their laptop,
- that they know the commands necessary to produce a VGA signal from their laptop,
- that they have the adapters necessary to connect their laptop to a standard VGA cable, and
- that their laptop has a functioning battery.

OPTION 2—

Participant brings CD-ROM or USB memory drive/flash drive of electronic presentation to display on PC or Mac laptop provided in the room.

All speakers with electronic presentations must upload their presentations (CD-ROM or USB memory drive/flash drive) onto the conference laptop before their session starts. To ensure sufficient time for uploading your presentation, morning presenters are urged to contact the projectionist and upload their files the day before. To assist those who have presentations scheduled for Tuesday morning, the conference laptop will be available for uploads beginning Tuesday at 7:15 a.m. in the Marina Plaza Ballroom.

NOTE: LCD projector usage entails the risk of unforeseen hardware/software issues, so any speaker planning to use LCD projection is strongly advised to bring overhead transparencies as backup.

Hardware and Software Specifications —
The meeting room will be equipped with the following hardware and software:

PC Hardware:
> One PC laptop with Intel Centrino mobile processor
> Memory: 512 MB or better
> Video: 1024 × 768 at 24-bit color depth

PC Software:
> Operating System: Windows XP Professional
> Microsoft Office XP (including PowerPoint XP)
> Internet Explorer 6.0
> Windows Media Player 10.0
> QuickTime 6.5 Pro
> Adobe Acrobat Reader 7.0

Mac Hardware:
> Titanium laptop with G4 processor
> Memory: 512 MB

Mac Software:
> Operating System: OS 10.3
> Microsoft Office 2004
> Internet Explorer 5.2
> QuickTime 7.0
> Adobe Acrobat Reader 6.0