

PHILADELPHIA ROENTGEN RAY SOCIETY



Instructions for Blue Ribbon and Guest Lecture Speakers

- The “Blue Ribbon Lecture” begins at 5:15 pm. Please limit your talk to 25 minutes to allow 5 minutes for questions
- The “Guest Lecture” begins at 6:00 pm. Please limit your talk to 50-55 minutes with 5-10 minutes for questions
- Speakers are asked to *arrive slightly earlier than their scheduled lecture time* so that we can make sure the audiovisual connections are working and your presentation will be viewable.
- Speakers are asked to let us know in advance whether or not you will be bringing your own laptop computer (email Dr. Copit at copitd@einstein.edu, or Janet Birkmann at birkmanj@einstein.edu)
 - ❖ We recommend that you do bring your own laptop, so that you know that all of your slides will display properly.
 - ❖ If your presentation will run only on a Mac, you must bring your own laptop.
 - ❖ If you will not be bringing your own Windows laptop, we will supply one. In that case, please make sure to bring your presentation on at least two different compatible media, such as a CD and a flash drive, to assure it will run properly.
 - ❖ We will provide an LCD projector and cabling from your or our computer to the projector.
- We will provide a laser pointer.
- You are invited to have dinner with members of the Society after your talk. Dinner usually lasts from about 7:00 pm until 8:30-9:00 pm. Please let Janet Birkmann know if you will be staying for dinner (phone 215-456-7378, or e-mail birkmanj@einstein.edu)
- Directions and a map of the location of the College of Physicians of Philadelphia are posted on the Society's website at www.roentgenray.org.