

AEJMC Convention Policies for Computer/Internet and Audio Visual Equipment

- **This audio visual equipment is available and will be charged to the convention account if ordered by June 30, 2008. This equipment may be ordered after June 1, 2008; however, it must be paid for by the sponsoring group(s):**

- Overhead and screen
- Slide projector and screen
- VCR with monitor
- Cassette/CD player

- **No computers of any kind will be provided at convention expense.**
Panelists, presenters or the presenting group(s) may provide their own laptop computers.
- **No projection devices and/or monitors with correct cabling for computer projection will be provided at convention expense. Panelists, presenter or the presenting group(s) may provide their own projection device or it may be ordered through the Convention Manager and be charged to a division or interest group account.**
- **No Internet access will be provided at convention expense.**
Panelists, presenter or the presenting group(s) may provide their own projection device or it may be ordered through the Convention Manager and be charged to a division or interest group account. The responsible person/group also must obtain an ISP. (There is no guarantee this type of service will work.)
- **This audio visual equipment will not be provided at convention expense:**
Flip charts and markers
Microphones (will be provided only for Association-wide events and Council of Division business meetings).

Panelists, presenters or the presenting group(s) may provide their own projection device or it may be ordered through the Convention Manager and be charged to a division or interest group account.

These policies apply to regular sessions during the four official days of the convention. They do not apply to pre- and post-convention sessions scheduled by members of the Council of Divisions. Because the sponsoring groups are responsible for all charges connected to any pre- or post-convention activity, any equipment or service may be ordered and will be charged to the sponsoring group(s) at cost.

Questions? Call Fred Williams at 803-798-0274 or email at Fredaejmc@aol.com