

## SLIDE POLICY FOR ANNUAL MEETINGS

The following slide policy will govern slide presentations at the Annual Meetings. Only Kodak Carousel projectors for 2 x 2 slides will be available. However motion picture projectors will be available by special request to the Local Arrangements Chairman prior to the date of the meeting.

Authors should keep slides simple, concise, and uncluttered with no more than 7 lines of type on a rectangle 2 units high by 3 units wide. All printed information should be readable to an audience of 300 persons.

A previewing room will be designated for author's use. A projectionist will be available in the previewing room at least one hour before each session. Authors are expected to give the projectionist their slides in the previewing room prior to each session. Slides will be returned to the authors after each session in the meeting room.

Authors are expected to organize their slides in proper order in their personal standard Kodak Carousel slide tray (no substitution, please). Only a few slide trays will be available in the previewing room from the projectionist for hardship cases. Slides in the tray should be in correct order starting with slot #1 of the tray and positioned correctly (position of slides to go into tray: 1. upside down, and 2. lettering readable from this position upside down and from right to left). A piece of masking tape should be placed on the slide tray by the author and the following information should be written on the tape: 1. author's name, 2. session date, and 3. presentation time.