



**CCI International Conference
Creating Value: Between Commerce and Commons 25-27 June 2008**

**Panel Sessions
Presentation Requirements**

Length of each Presentation:

- Max. 20 minutes (includes set-up and question time)
- For the purposes of time keeping, please can we ask that your presentation is kept to the specified time length.

Audiovisual Equipment at the venue:

- Data Projector and Screen
- PC Laptop with Windows XP and Microsoft Office 2003 suite connected to high speed broadband internet and in-room Audio System

FINAL PRESENTATIONS should be emailed to Eli Koger at e.koger@qut.edu.au no later than Friday 20th June. Your presentation will be tested and pre-loaded to the laptops prior to the event. We strongly advise bringing along a backup copy on memory stick or CD.

Note:

- Should you wish to use your own PC or Mac laptop for your presentation, you may do so, however, The Brisbane Convention and Exhibition Centre does not provide any **support** for Apple Mac laptops. If you choose to use a Mac, please remember to bring the relevant VGA adaptor to allow for connection to the data projector.
- Please ensure your laptop is fully charged. Resources for recharging are limited.
- If you need any special equipment or software, please contact Eli Koger by either email e.koger@qut.edu.au or telephone +61 7 3138 0023.