

# SUMMIT 2020

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## PRESENTATION SIGN-UP & CONSENT FORM

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Thank you for your interest in presenting at the Summit event. Please complete all the fields in this document and return to [summit@exansoftware.com](mailto:summit@exansoftware.com). If two or more people are presenting with you, please also complete the co-presenter's information on page 2.

### **Presenter's Information:**

*Please note that the information you provide will be published on the conference website, the conference event app and the printed agenda.*

Name	
Title	
Organization	
Email	Telephone
<p>Please attach a photo of yourself. A head-shot; from the shoulders up. Acceptable formats are vector files (AI or EPS) or high resolution (300 dpi) JPG or PNG files.</p> <p>By checking this box, you understand and agree that your photo will be published on our conference website (<a href="http://exansoftware.com/summit">exansoftware.com/summit</a>), the conference event app and the printed agenda.</p>	
Presenter's Bio	

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### Co-Presenter's Information:

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Presentation Title

Presentation Synopsis

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It's very important that you tell us, in advance, the type of computer and software you will be using for your session. This information is critical, to ensure your presentation is error-free and successful.

### Computer & Software Information:

I am delivering a Morning Session presentation. I will use the laptop at the main podium.

My presentation was created in:

**Please note: due to potential technical issues, we cannot allow personal laptops to be used for the Morning Sessions. A laptop (Windows PC & Mac) will be provided for the morning sessions and your presentation will be saved to one of these computers.**

I am delivering an Afternoon Breakout Session presentation. I will use my own laptop.

My laptop is a:      Windows PC      \*Mac

My video cable requirement is:      HDMI      Mini HDMI      VGA      DVI      \*\*Apple  
Other

\*If you are bringing a Mac laptop, we strongly advise that you identify the correct video cable.

\*\*To find out what cable you need, go to Apple's support site at <https://support.apple.com/en-us/HT201853>

I will be showing a video during my presentation.

My video will be saved in the following format:

MP4      WMV      AVI      MOV      Other

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Please tell us how you plan to submit your presentation to us. We also require your permission to post your presentation to the Summit App and the axiUm Community Client Portal. Please mark your choice in the appropriate box below.

### Submission (please choose one):

(preferred method) I will forward my presentation by email to [summit@exansoftware.com](mailto:summit@exansoftware.com) before February 15, 2020. This allows Exan enough time to properly test my presentation.

I will save my presentation to a USB memory device and bring it with me to the Summit. I understand this gives Exan little time to test my presentation.

**Please note: due to potential technical issues, we cannot allow personal laptops to be used for the Morning Sessions. A laptop (Windows PC & Mac) will be provided for the morning sessions and your presentation will be saved to one of these computers.**

### File Sharing (please choose one):

Yes, Exan has my permission to post my presentation to the Summit App and the axiUm Community Client Portal as a PDF (Adobe) format.

Yes, Exan has my permission to post my presentation to the Summit App and the axiUm Community Client Portal as a PPT (PowerPoint) format.

No, please do not post my presentation to the Summit App or the axiUm Community Client Portal.

**Please return all completed forms to:  
[summit@exansoftware.com](mailto:summit@exansoftware.com)**