



## Contributed Speaker Guidelines for the 2011 Eastern Analytical Symposium

The following Guidelines have been prepared based upon the experiences of prior EAS meetings. Please pay close attention to the details below to ensure a successful presentation of your work, and a more enjoyable experience for you and your audience.

The following audio-visual equipment **will be provided** for your use in invited sessions:

- One screen
- A projector which interfaces with a laptop computer for Powerpoint presentations.

*Note that EAS will NOT be providing the laptop computer. No additional AV equipment will be provided unless it has been requested from and approved by the EAS Executive Secretary prior to October 15, 2011. Contact Bernadette Taylor, Executive Secretary at [askEAS@EAS.org](mailto:askEAS@EAS.org).*

Registration and housing information is available on our web site, [www.EAS.org](http://www.EAS.org) and in the Preliminary Program. All contributed speakers must register in advance of EAS to confirm your presentation in the Technical Program.

**If your mailing address or corporate affiliation changes prior to the meeting, please inform Bernadette Taylor at [askEAS@EAS.org](mailto:askEAS@EAS.org) or phone: 732-449-2280.**

*The Eastern Analytical Symposium thanks you  
for your help in making this year's  
symposium a success!*