

**Standard Audio Visual Sets for Sessions  
 Held at the  
 Hilton New Orleans Riverside**

Session Type	Standard Audio Visual Set	Laptop(s)*	WiFi
<b>Pre-Conference Certificate Sessions</b> <b>Breakout Sessions</b> <b>General (Keynote) Sessions</b>	(1) Data Projector (1) Screen (1) microphone will be provided if room and audience size requires. <i>Final microphone needs will be determined by show management.</i>	Speakers are to provide their own laptop.  Power at the head table will be provided.	Free wireless internet service will be available throughout the meeting rooms and foyers of the Hilton New Orleans Riverside.  Please prepare a backup simulation of any portion(s) of your presentation that require internet access as a live, uninterrupted Internet connection cannot be guaranteed. If you are downloading large files or handouts, please use our Cyber Cafe located near our registration desk which will be open during registration hours. If you are using an iPhone or iPad, those devices can only connect to the internet via WiFi.
<b>Demo Sessions</b> (#101, #201, #301, #401, #501, #601, #701, #801)	Four demo stations in each room. Each station will have one (1) Monitor	Speakers are to provide their own laptop.  Power at the head table will be provided.	
<b>Reception Demos</b> (Wed. Sept. 18 from 5:30-6:00p)	No Audio Visual Equipment Provided	Speakers are to provide their own fully-charged laptop.  No power will be provided.	
<b>Coffee Demos</b> (Thurs., Sept. 19 from 7:30-8:00a)	No Audio Visual Equipment Provided	Speakers are to provide their own fully-charged laptop.  No power will be provided.	

The equipment above will automatically be provided in your session room.  
**Should you need additional Audio Visual Equipment**, log in to the speaker services center **BY END OF DAY JUNE 27** at [https://www.techlearnconference.com/2019/speak\\_serv\\_center.cfm](https://www.techlearnconference.com/2019/speak_serv_center.cfm)  
 Hover over 'Service Ctr' black bar near the top/right of the page and select the drop down option 'AV Submission Form' to submit your needs.  
  
*Additional AV will be approved on a case-by-case basis by Show Management.*

\* We recommend that you bring a laptop that you are familiar with and on which you have tested your presentation.  
 If there are multiple presenters in your session, please load all presentations onto one laptop. Switchers will not be available.  
 If you are bringing a device other than a PC to present (such as an iPhone, iPad, other Apple device or Netbook) please bring the appropriate data (LCD) projector adaptor for your device.