



Junior Academy of Science PowerPoint Presentations at the NM State Scientific Paper Competition

Equipment

Each room used at the competition will be equipped with a PC computer, digital projector and large screen. The system has high speed access to the World Wide Web and sound capabilities. These computers are equipped with USB ports (that accommodate USB memory sticks) and CD/DVD-ROMs. The remote control unit for each system has an integrated laser pointer and the capability to advance to the next slide with the push of a button.

Presentation Software

Our expectation is that presentations will be based on Microsoft PowerPoint software and run using the PC-based workstation. The workstation has Adobe Reader loaded and this may be used as well. No other presentation software is resident on the workstations provided. Web-based programs may be used; however, we take no responsibility for use of these options. The preferred method is to have presenters send us their completed presentations (on CD-ROM disks or electronically as email attachments) in advance of the competition (by the Wednesday before the state fair) so that they can be preloaded to the computer and accessed immediately by each presenter. **If your presentation employs movie clips, care should be exercised to save the clips with the presentation files and not to a linked file elsewhere on the drive.** We are unaware of issues related to showing presentations on these PCs that were prepared on an Apple computer; however, it would be prudent to test such files on a PC before submission. Presenters may wish to experiment with saving their PowerPoint presentations as presentation (.pps) files so that presentations begin immediately on opening. All submitted PowerPoint presentations prepared on an Apple-based computer should be pretested on a PC-based computer to assure that they run as expected.

Power Point Presentations

Your graphics files must be reduced to an appropriate size to reduce file size. One discussion of appropriate file size strategies may be found [here](#). An easier way to adjust file size in your PowerPoint presentation is illustrated [here](#).

The Day of Presentations

Presenters are strongly encouraged to bring backup copies of their presentations on either USB memory sticks or burned to a CD-ROM. We strongly discourage the use of personal computers (PCs or Apple) since their connection to the projection system will require a nontrivial and time-consuming reconfiguration of the system. If you must use a personal computer, please inform us well in advance so that we can organize presentations to optimize the reconfiguration.

Presenters are also encouraged to attend an orientation for the projection equipment that will be held in MSEC 101 in the 15 minutes prior to the start of the competition. This orientation will include information on inserting USB devices; loading CD-ROMs and DVDs and how to access files on these media once loaded; as well as operation of the projector and remote (including use of the remote for advancing slides and as a laser pointer).

Send your presentation electronically [Lynn Brandvold](#). If you have any questions about AV facilities please contact [David Johnson](#) or phone 575-835-1432