

**The IDDEA Group Fall Conference  
October 2 – 4, 2019 – Wed., Thurs., Fri.  
Scheman Continuing Education Building  
Iowa State University  
Ames, Iowa 50010  
(515) 294-3598**

## **The IDDEA Group Presenter Form**

---

**Please complete one form for each workshop/presentation you are providing.**

**Workshop/Presentation Title:**

**Presenter's Name:**

**Company:**

**Phone Number:**

**Presenter's Email Address:**

**Skill Level Requirements for Attendees:**

**Presenter Needs:** Projector will be provided in every room. Please indicate what else is needed.

**Internet connection** \_\_\_\_\_

**Board to write on** \_\_\_\_\_

**Other** \_\_\_\_\_

**Workshop Software:** Please be specific so the correct software is available for participants of the workshop. The specific versions of the software needed and any special installation instructions should be included.

**Workshop/Presentation Description:** Provide approximately 50 words describing your presentation to be included in the conference newsletter. Examples can be found on the website, [www.iddea.org](http://www.iddea.org)

**Presentation Sessions:** Presentation sessions are scheduled for 50 minutes. If you have enough material that you would like a double session, please indicate.      **Single session** \_\_\_\_\_      **Double session** \_\_\_\_\_

**Presenter Booth:** Please indicate if you would like a booth provided in the exhibit area.   **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**Company Logo:** Please provide a company logo for the newsletter. The logo should be submitted electronically in a horizontal business card size. The file must be in tiff or jpeg format and e-mailed to a board member.

**Appreciation Dinner:** The IDDEA Group Board would like to invite you to the speaker appreciation dinner to be held on Wednesday evening. Details will be provided in a future e-mail.