

# Transmission: HOSPITALITY

Conference 1 - 3 July 2010 Sheffield Hallam University UK

## Notes for Presenters

**Dialogues** – these sessions will take place on Friday and Saturday in teaching rooms in Furnival building, where the conference takes place. They will take up questions and themes arising from the conference.

Each Dialogue session, or panel, has a broad theme, as described in the programme, and will be chaired by an appropriate artist or academic. Each panel consists of 3 presentations.

### Presentations

You will have 20 minutes to present your paper, as proposed in your agreed abstract. The usual audio visual facilities will be provided (see below) but please let us know beforehand if you have any specific requirements. Each of the conference papers will be published on the Transmission website after the conference. Papers from the conference will also be invited for publication in subsequent issues of Transmission Annual. *Further details about supplying an electronic copy of your paper will be posted soon.*

The remaining 15 minutes in each Dialogue session will be for questions and discussion.

### Facilities

Each room has a networked PC, data projector, OHP, screen, and flip chart with pens. You may use your own lap tops, connecting to the data projector.

If you need a 35 mm slide projector, there is one available but please let us know in advance.

### Presenters room

A room with full AV facilities will be available throughout the conference for speakers to prepare in.

### Internet access

Internet access will be available in one of the PC labs in the building. If you are bringing your own laptop or other portable device, we will be able to issue you with a WI-FI access code for use in Furnival building.

For further information, contact us on:

<i>Conference papers:</i>	Jaspar Joseph-Lester	<a href="mailto:jaspar.j@virgin.net">jaspar.j@virgin.net</a>	07970 103 779
	Sharon Kivland	<a href="mailto:sharonkivland@wanadoo.fr">sharonkivland@wanadoo.fr</a>	
<i>Conference general:</i>	Kirsty Christer	<a href="mailto:k.a.christer@shu.ac.uk">k.a.christer@shu.ac.uk</a>	0114 225 6809
	Paulette Johnson	<a href="mailto:paulette.johnson@shu.ac.uk">paulette.johnson@shu.ac.uk</a>	0114 225 6812
<i>Bookings:</i>	Jill Hitchener	<a href="mailto:conference21@shu.ac.uk">conference21@shu.ac.uk</a>	0114 225 5319

<http://www.transmission.uk.com>