



## AUGUST 2007

TO: Scientific Session Presenters  
FM: Fred E. Govier, M.D., Program Committee Chairman  
RE: Western Section AUA, 83<sup>rd</sup> Annual Meeting

### Important Presenter guidelines and deadlines below:



- August 20:** Deadline to pre-register at discounted rate. Visit [www.wsaua.org](http://www.wsaua.org) to register on-line and make hotel reservations. All presenters must register.
- September 1:** Deadline to receive presenter's disclosure form (enclosed) Presenters who do disclose by September 1, will not be allowed to present.
- September 1:** Complete & fax letter to 714-550-9234. No cover sheet needed. Please make any corrections to paper title or names.
- September 17:** Deadline to receive your Powerpoint Slides. Slides to follow the 6x6 rule – Email to: [abstracts@wsaua.org](mailto:abstracts@wsaua.org) (include your name & abstract number in the subject line of the email.)
- PowerPoint Slide Instruction :** Microsoft PowerPoint digital files will be the only method of presenting your paper at the Annual Meeting.
  - The WSAUA will need to receive your PowerPoint file(s) in advance via email or CD ROM.
  - MAC Users: Be sure your file can be opened on a P.C. Some early versions of Power-Point may not be compatible.
  - All files will be pre-loaded into an IBM compatible Laptop P.C. where they will be stored for use in your presentation.
  - Short imbedded videos are permitted, however, will be subject to output testing.
  - You will be able to make minor adjustments or bring an updated file on a CD or data stick 24 hours in advance to your presentation at the meeting.
  - Please bring backup of file to meeting.
  - You will NOT be permitted to use your own computer at the time of presentation.
- Dress code :** Suggested attire for presenters is business attire.
- Presentations at the WSAUA Annual Meeting:**
  - must represent a balanced view of the therapeutic options,
  - must identify commercial products if they are unlabeled or investigational uses
  - which use generic names or products contribute to impartiality; if trade names are used, those of several other companies should be used.