



Middle Atlantic Planetarium Society Conference 2018

“Full STEAM Ahead!”
Wed-Sat, May 30 – June 2, 2018



Proposal to Present due April 30, 2018

*Please note that presenters must be MAPS members registered for the conference.
This year, there will be an incentive to also submit your presentation as an article for the
Constellation newsletter. Details will be sent after your proposal has been accepted.*

THREE WAYS to submit your Proposal To Present:

- (1) Skip this form and submit your Proposal online: [<https://goo.gl/forms/HZif77KgYA74PwhC3>].
- (2) Complete this form, scan it, and email it to april_whitt@dekalbschoolsga.org
- (3) Complete this form, and mail it to:

April Whitt
Fernbank Science Center
156 Heaton Park Drive NE
Atlanta, GA 30307

Presenter Information:

Presenter Name: _____ Presenter Title: _____

Presentation Title: _____

Company/Facility: _____

Email: _____ Phone: _____

Address: _____

- Session Theme:**
- Revisiting the 2017 Great American Solar Eclipse
 - Art In and Out of the Planetarium
 - Accessible Presentations for All Audiences
 - Tech Tips and Shortcuts

 - General Topics

Presentation type: Please check one and fill in information below and on the next pages
(Please submit a separate form for each proposal)

- Talk** **Workshop** **Poster** **Panel Discussion** **Vendor Workshop**
- See Presentation Guidelines on next pages*

Paper Talk: Talks are 15 minutes long including time for questions.

I can present my talk on any of the following days:

- Thursday Friday Saturday

I will present a Paper Planetarium Mini-lesson

Workshop: Workshops will be offered in 45 minute or 90 minute time slots.

Workshop length: 45 minutes 90 minutes **or** This is a 45 minute Vendor Workshop

I can present my workshop on any of the following days:

Thursday Friday Saturday

I can repeat my workshop on any of the following days:

Thursday Friday Saturday

We encourage you to present your workshop more than once to reach more attendees.

Workshop capacity: _____ people. Cost per person (if any) _____

Workshop requires a Classroom (tables, chairs and projector provided)

Workshop requires Planetarium Theater.

Poster: Posters will be on display for most of the conference, and a dedicated session time will be setup for authors to be present to discuss their posters. Posters will be displayed on 3' x 4' foamcore boards on easels. The easels and foamcore will be provided by the host. There will also be one table among the posters, upon which all poster presenters may place handouts or related papers.

My poster will already be mounted on an easel-ready board.

I need space on the "handout table" for handouts/flyers for my poster.

Panel Discussion: Panel discussions must fit in a 30 minute time slot.

The panel discussion can be on any of the following days:

Thursday Friday Saturday

Names and affiliations of panel members:

Location of panel discussion (leave blank if it does not matter)

Planetarium Theater Other (please specify) _____

Classroom (tables, chairs and projector provided)

Please fill out the information on the next page for any type of presentation.

Equipment needed to support my presentation:

- Video projector with laptop (Windows Operating System)
- Audio speakers
- Slide projector
- DVD player
- Host planetarium system (Spitz A3P)*

Please describe needed use of the system: _____

- Digital planetarium system (Spitz will be providing a 2.5K fulldome system for presenter use)

Please describe needed use of the system: _____

- Other (Please specify - may be unavailable): _____

*If you are requesting use of the host system, direct questions about technical details to:

Brian Koehler, planetarium@mysticseaport.org.

Title of Presentation: _____

Brief summary to be published in conference program (2-4 sentences):

More detailed description to be available online through the MAPS web site (2-3 paragraphs):

***Please email this as a text or Word document to April Whitt at april_whitt@dekalbschoolsga.org by May 20th. Failure to do so may result in removal of your presentation from the program. Be sure to include your name and your presentation title on this document.*

Please list any other special requests. (We will be in touch to coordinate if request is possible.)

Presentation Guidelines

All presenters must be MAPS members unless invited by the program committee.

Talks:

- Presentations are scheduled in 15 minute slots.
- Presenter should allot time for questions within the 15 minutes.
- Talks may be a presentation on a topic (often using PowerPoint slides) or a planetarium mini-lesson, which may make use of the host facility's planetarium equipment.

Workshops:

- Presenter provides all presentation and/or hand-out materials.
- Presenter is expected to adhere to the published time allotment.
- Workshops may not be used to represent vendor-specific services, (e.g. proprietary equipment training) or as sales presentations.
- Vendor Workshops can be used to demonstrate products and commercial activities. These usually will run concurrently with other workshops for 45 minutes and require sponsor support as described in the sponsor guidelines.

Posters:

- Posters will be science fair style posters using 3 feet tall by 4 feet wide tri-fold poster boards.
- If you requested a blank poster board, you may pick it up at the registration table. You must provide your own adhesive materials.
- Please check at the registration table for instructions on how, when, and where to set up your poster exhibit.
- Clearly display your name, facility, and contact information on your poster so delegates may follow up on your work.
- We encourage you to provide at least 100 copies of a handout related to your exhibit for MAPS members to take home.
- Poster sessions MAY NOT be used to make sales presentations.

Panel Discussions:

- Presenter listed on this proposal form is responsible for organizing and getting commitments from panel members before submitting this form.
- Panel discussion is limited to 30 minutes including time for questions.
- Panel topics should be complex or controversial and of interest to the MAPS membership.