

We are looking forward to seeing you and your presentations in Portland. Here are a few points to keep in mind:

There will be a dedicated computer at the registration desk and someone to assist loading your talk. **TALKS SHOULD BE LOADED THE DAY BEFORE YOUR PRESENTATION.** Make sure you review the detailed program grid (www.shellfish.org) to find out what day/time you are giving your talk.

For anyone presenting **MONDAY MORNING**, a server has been established for you to upload your talks ahead of time. Please upload your talks **USING THE FILE FORMAT** (see detailed directions below) to this link: <https://nsa2026.infobiosys.com/index.php/s/CityOfBooks>. You will get a success message upon uploading, but will not be able to see the file there. Questions, contact Eric Heupel (eric@heupel.com)

NO PERSONAL COMPUTERS will be allowed. And **NO OUTSIDE STICKS** will be allowed in the session room computers.

If you are using a Mac, please check your conversion to be sure it plays on IBM platform.

If you have video (not recommended), be sure it is embedded in the PowerPoint, not a separate file, and that it plays.

Please save your presentation file with the following title format (just the first few words of the title needed)

TalkTitle_LNameFirstInitial_Room_day_am/pm
(ie: **Evaluation of oyster_SmithP_SalonG_Thursday_AM**)

[POSTER INSTRUCTIONS are here](#). Please note the dimensions and **do not exceed them**. There will be Velcro and thumbtacks available.

If everyone follows the instructions, it will be a smooth sail.

Any questions, contact Sandy Shumway (sandra.shumway@uconn.edu) or Eric Heupel (eric@heupel.com)

See you soon,
The Conference Management Team