

# Tampere-talo

**ERF 13.-15.3.2018**

## **INSTRUCTIONS FOR PRESENTERS**

### **Presentations**

Each lecture room is equipped with PC laptop computer, one data/video projector and screen (16:9). The operating system is Windows 10 and software installed on the computer includes:

- MS Office 2016 (PowerPoint, Word, Excel)
- Adobe Reader
- Internet Explorer, Google Chrome, Firefox
- VLC player
- Skype
- Open office

Please bring your presentation with you in a USB stick.

### **Using your own computer**

It is recommended that you use the computer of the lecture room and that you avail yourself of the opportunity to send your presentation in advance to Tampere Hall.

If for some reason you are unable to use the computer of the lecture room for your presentation, you are requested to arrive at the lecture in good time before the occasion. This way we can ensure that your laptop computer is compatible with our projection equipment and make any adjustments and alterations in display settings of your laptop that may be required.

Presentation equipment accepts HDMI-, DisplayPort- and VGA-connections. If your laptop computer does not include any of these connector types, please bring the necessary adapter with you.

For further information, please contact

Tampere Hall  
AV Services  
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