

# Nelson Camera Club



## Technical Capacity Or Assistance for Meeting's Presenters

This document describes technical resources normally available at Club meetings.

It is provided to assist Presenters so that their presentation may flow easily and smoothly.

Members arranging a presentation should be encouraged to supply a copy of this document to the Presenter.

### Data Projector.

- Standard HDMI input.
- Dongle to allow Apple device computers without HDMI output, to directly input to the projector.

### Computer.

Operating System.

- Microsoft Win 10. *Up to date.*

Apps.

- Microsoft Power Point (PPTX) Viewer.
- Fastone Image Viewer.
- Adobe Photoshop Elements *Ver. 6.0.*
- Open Office *Ver4.1.6.*
- VLC Media Player.

DVD player.

USB Input.

### Sound System.

- Bluetooth connection with Computer.
- Handheld and lapel microphones.

### Presentation Clicker (Enables many presentations to be driven remotely.)

Provides:

- Remote slide Advance/Backwards control.
- Laser pointer.
- Includes dongle for Bluetooth connection.

Presenters should be asked to make any data material needed available at least two days before the planned event.

An indication should be sought as to what support if any they may need before or during the presentation.

Also they should indicate if they will be bringing their own portable device, e.g. laptop from which their presentation will be run instead of the Club's computer. Flash Drives should be formatted for Windows/PC either as FAT 32 or exFat. Apple Flash Drives should be formatted as exFAT.

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*Dated: Approved by the Committee 9<sup>th</sup> October, 2019.*

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