

TECH Talk

We are excited to have you join us at the Seaside Civic and Convention Center! We want to make your time with us as enjoyable as possible and we understand that every presentation is unique and every laptop can be set up differently, we do have a few tips and FAQs to help your presentation run as smoothly as possible.

IF YOU ARE AN INSTRUCTOR:

- If you are using your own laptop, please make sure you know the following:
 - Make sure your device has an HDMI port, or you have the correct dongle, to get connected with our system.
 - How to change display settings
 - How to choose audio out
 - How to log in to WIFI - PASSWORD: seasideisfun
 - Have access and know passwords for any online accounts used within slideshow.
- If not using personal laptops, please provide your presentation in a PowerPoint (ppt) format and setup for a widescreen (16:9).
- It is always beneficial (and highly recommended) to have your presentation backed up on a USB flash drive.
- The Convention Center has one clicker housed in the Pacific Room, to advance PowerPoint slides; please provide your own clicker if your presentation requires one.
- For best sound quality, if you are using a handheld mic, hold it 2-3 inches in front of your mouth. If you are using a lapel mic, place it high and tight to your throat (not low on your chest).
- Arrive early (at least 30 minutes before your class is scheduled) to allow our AV team to help with your equipment for compatibility with our system, if necessary. Our team can test your equipment even while other classes are going!

For any further needs, please let your coordinator know by calling:

Angie: 503-886-9929 or Kristen: 503-421-5039 and they will contact our team to further assist you!

SCCC Staff