

AV/Technology Equipment - Please bring your own a/v and computer equipment, particularly if it would not normally be available from a school district. However, if you need equipment, please list your needs below.

No equipment is needed, or

I plan to bring my own: Computer Projector , or

I need the following equipment/setup

General Equipment:

TV

VCR

Overhead Projector

Slide Projector

Screen

CD Player

Easel/Flipchart

Sink

Tables: How many?

Computer Equipment:

Computer: MAC PC/Windows

Printer Computer Projector

Multiple Computers/Computer lab:

How many Computers?

Internet Access

Need software installed (copies of software and software documentation must be given to AV/Technology Chair no later than 1 week before conference. **Software will not be installed the day of the conference.**)

What is the software you need installed? (please describe and be specific): _____

Please describe any other equipment/setup needs: _____

Description of Sectional in 50 words or less. This description will be used in the program.

Information for Sectional to Qualify for Teacher Certification Renewal Units

Approved sectionals will be made available for renewal units. For this sectional to be considered for renewal units, the following information must be completed.

Name and Qualifications of Presenter(s):

Specific Objectives of the Sectional

Objectives should be designed in a sequential and logical manner. The objectives should have the ultimate goal of improving the competency of the educators attending the sectional. The sectional should be presented as approved. You will be responsible for delivery of the sectional which meets these objectives.

Note: If you plan to attend other sectionals at the conference, you must register and pay the registration fee.

Please send completed form by April 11, 2003 to:
MEA-MFT
1232 East Sixth Avenue
Helena, Montana 59601
Fax: (406) 443-5081

Complete one form for each sectional to be offered, including repeats of the same sectional.