52nd International Congress on Medieval Studies
May 11–14, 2017

Participant Information Form
Deadline: **September 15, 2016**

This form is available on the Congress website as a Microsoft Word form and as an interactive PDF file.

The Participant Information Form is submitted, together with a one-page abstract, to the contact person listed in the *Call for Papers* if the paper is to be considered for inclusion in a Sponsored or Special Session **OR** to the Medieval Institute for General Sessions.

Paper Title
(if applicable)

Name

Affiliation

Preferred
Postal Address

Email Address

If you are proposing a paper, you must check **both**

I confirm that I will deliver this paper in person within the time limit imposed by the session organizer.

I confirm that I am submitting only one paper proposal to only one session.

Currently enrolled undergraduates may propose a paper **only** for the "Papers by Undergraduates" Special Sessions.

Audio-Visual Equipment

I do **not** need any AV equipment.

data projector for use with speaker's laptop

data projector for use with speaker's laptop
   (HDMI cable preferred)

whiteboard

speakers for laptop

DVD player

Blu-ray player

other AV request:

Data Projectors.
The data projectors used in Congress meeting rooms, when requested, have VGA connections and support 640 x 480 (VGA), 800 x 600 (SVGA), 1024 x 768 (XGA), and 1280 x 1024 (SXGA) resolutions. Some also have HDMI cables. We encourage you to test your laptop with a projector using a VGA or HDMI (if you specifically requested HDMI) connection before coming to the Congress. If a data projector is requested, a screen will be provided.

Most Mac users and any laptop user without a VGA or HDMI terminal will need to bring an adapter for the VGA or HDMI connection (the latter only if an HDMI cable was particularly requested). All laptop users will need to bring power cords. Most of those coming from outside North America will need a plug adapter (although probably not a converter, since most laptops are designed to work with a wide range of voltage and frequency). Electrical current in the United States is 120 volts/60 Hz.

Please note that **computers are not provided** for Congress presentations. Speakers who wish to make presentations involving a computer are expected to bring their own laptops or to arrange with the session's organizer or another colleague for the use of a computer.

Internet Access.
Access to the Internet during the Congress, including in meeting rooms, is through WMU's wireless network. Those planning to use the Internet during their presentations will need to establish a User ID in WMU's wireless system in advance of the session by following the instructions contained in their Congress registration packets.

Other Equipment.
Slide projectors (35 mm), document cameras, DVD players, Blu-ray players, VHS players, audio CD and cassette players, and whiteboards are also available.

Your Participant Information Form must be submitted by **September 15**
- For a Sponsored Session to the session's contact person listed in the *Call for Papers* **OR**
- For a Special Session to the session's contact person listed in the *Call for Papers* **OR**
- For a General Session to the Congress Committee at the Medieval Institute

Congress Committee
Medieval Institute
Western Michigan University
1903 W. Michigan Ave.
Kalamazoo, MI 49008-5432
Fax: 269-387-8750

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The Medieval Institute