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AIA LECTURE PROGRAM

Pre-Lecture Form (Lecturer Information for Society), 2020/2021 Season

Lecture Date & Society:

Lecturer's Name:

Lecture Title:

FOR LIVE WEBINARS

I am willing to have my webinar recorded by the Society and made available online:

Yes No

(Please keep in mind any copyright restrictions there may be on images used in the presentation—any needed permissions **MUST** be obtained if webinar is recorded.)

If willing to be recorded, please indicate how long the recording may be made available:

I would like to do a practice session with the Society: Yes No

FOR IN-PERSON LECTURES

Audio/Visual equipment:

I require the following equipment:

Digital Projector:

Laptop:

Other (it is suggested that Lecturers bring their own VGA cable):

I am bringing the following additional equipment/materials:

Travel plans

Arrival

Mode of Transportation:

Date:

Time:

Airline & Flight Number:

Airport/Station:

Departure

Mode of Transportation:

Date:

Time:

Airline & Flight Number:

Airport/Station:

_____ Number of people I will be traveling with.

Overnight Accommodations:

I would prefer: smoking non-smoking no pets
 vegetarian diet vegan diet other:

I will make my own arrangements to stay with:

Name:

Address:

Telephone (work):

(home):

(cell):

E-mail:

Local points of interest:

While in town, I would like to see:

Please inform the following colleagues of my lecture:

Name(s)

Telephone:

E-mail:

Name(s)

Telephone:

E-mail:

Additional lectures (online or in person)

I am willing to give additional lectures at the university level.

I am willing to give additional lectures to school groups:

__grades 1-6

__grades 7-9

__grades 10-12

I am willing to give additional lectures to community groups

Contact Information:

I can be contacted at my home/office until:

Cell phone number for contact while traveling:

Email address:

Other comments/requests:

**PLEASE SEND COMPLETED FORM DIRECTLY TO THE SOCIETY PROGRAM
COORDINATOR, AND COPY TO THE AIA LECTURE COORDINATOR
(Lsparks@archaeological.org)**