IPAC'18 Presentation Management Overview

New changes:

- **Mac presentations were not supported at IPAC'18**
  - Advanced notice should have been given to presenters on conference website beforehand
  - Macintosh computer was still required in Speaker Ready room to convert presentations over to Windows or PDF formats
- **Logitech Spotlight Presentation Remote was used in auditoriums for the first time**
  - Training was provided in Speaker Ready room, but auditorium engineers needed time to familiarize themselves with the features and options available
  - Main benefit was that speakers can point the device at the confidence monitors

Setup and lessons learned:

- **Laptops in the Speaker Ready room were incorrectly installed with software image used for computers in the Editors room**
  - Speaker Ready laptops had to be reinstalled to have only the software necessary to support presentations being given in the auditoriums. (Office 2016, Adobe Acrobat Standard, and all supported audio and video codecs, players, and converters)
  - A clean install with only necessary software required helps reduce the number or types of problems that can occur and helps expedite troubleshooting problems.

100 talks total:

- Auditorium A2/A3:   58 talks
- Auditorium A15:   42 talks