ACM/SIGCHI Author Kit for Development Consortium Presenters

Congratulations on having your submission accepted! This kit has been put together to give you guidelines for what to do next. Please read through this section now, so you will be familiar with the timetable and work required. You must follow the enclosed instructions and timetable in order to have your accepted submission included in the ACM/SIGCHI publications, and to have a good presentation at the conference.

Contents of the Author Kit:

- *How to Produce a Camera Ready Document* -- Directions for producing and sending in three (3) camera-ready copies of your two (2) page submission to be included in the *Conference Extended Abstracts* **Due by 13 December 1999.**

- *ACM Permission and Release Form.* **Due by 13 December 1999**.

By 13 December 1999

A package including the following must be sent to the Conference Office:

- **Three (3) copies** of the camera-ready document to be included in the ACM/SIGCHI *Extended Abstract*

- Please complete the enclosed ACM Permission and Release Form. **Due by 13 December 1999**.

For your information:

- ACM will build an electronic version of your document based on your camera-ready document as part of the ACM Digital Libraries.

If you have questions about:

- Preparing your camera-ready document ask the Chair for your submission category

- Preparing to present at the conference ask the Chair for your submission category

- Your style files - retrieve from www.acm.org/sigchi/chipubform/

ACM/SIGCHI Conference Office Address:

703 Giddings Avenue
Suite U-3
Annapolis, Maryland 21401 USA
+1 410 263 5382

Checklist:

Prepare your presentation and practice presenting.
Register for the CHI conference.
Make your housing and travel arrangements.

Have a great presentation and enjoy the conference!