

Dear FOSS4G presenter,

The conference is just two months away, so here are a few reminders as we get ready to go.

Please read this message carefully, as there may be actions you need to take.

1) If you are unable to attend, please be sure to send an e-mail to program@2014.foss4g.org and let us know so we can remove you from the schedule. This is very important!

Similarly, if you are planning to attend, but haven't registered, please do so ASAP so we don't have to send you nagging messages.

If you've already sent an e-mail letting us know you can't attend, and you still got this message, I apologize.

2) Please review your presenter bio, and the text of your presentation(s) at <https://2014.foss4g.org/profile> . These are what appear in the program and on the website, so you want them to be correct.

If you have co-presenters/authors, you can now add them on the presentation's description.

If remotely possible, please trim your descriptions to 250 words or less. (Warning: If you don't, we may just do it for you...)

3) Please keep an eye on the schedule page. We have made some changes and will probably have to make more, so don't be caught by surprise if your presentation time has moved. If you need to have changes made to your scheduled time, please let us know ASAP at program@2014.foss4g.org.

4) Get working on your presentation now. There's nothing your audience hates more than an unprepared presenter. I've been to conferences where we had contests to see who had seen the worst presentation. You don't want to win that that contest. You don't even want to be in the running.

5) We will be recording all presentations to make them available online to everyone who is unable to attend. If, for some reason, you do not want yours recorded, please let us know at program@2014.foss4g.org and we'll make accommodations.

Thanks,

Darrell Fuhriman
Chair, FOSS4G 2014