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Tutorial Instructor will be responsible for:
- Transportation to and from GSAW
- Meals during the tutorial and, if attending, the workshop
- Providing electronic copies of the tutorial materials to the Tutorial Chair no later than Feb. 6, 2017. This includes copies used for the tutorial presentation and other material deemed useful.
- Delivering tutorial on Monday, March 13, 2017. Each half-day tutorial session will consists of two 95-minute segments, separated by a 20-minute break.

GSAW will be responsible for providing:
- Registration support and tutorial materials to attendees
- Light snacks and beverage during assigned breaks (morning and afternoon)
- Meeting room and media equipment, consisting of an overhead projector, screen, and, if requested, sound system
- One complimentary, non-transferrable registration to GSAW for the instructor per half-day tutorial

If the tutorial and materials were prepared jointly with others, only one signature is required, but I acknowledge, confirm, and represent that all authors have agreed to the above terms.

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GSAW2017 tutorial_release, rev. 9/21/2016