

EXPENDITURE REQUEST

Please complete this form, sign, date and forward to the Department Head for approval, along with an attached page containing pictures or links of the exact items being requested.

Name of person expenditure requested for: Melody Russell

FOP & Activity code to book expenditure to: #101002-126290 (\$2,459.00); 101002-126290-CNFRC (\$3,410.00).

Description of expenditure: Conference presentation at the 27th International Conference on Human-Computer Interaction Conference, June 22-27, Gothenburg, Sweden

Preferred Vendor Name or URL for web site: <https://2025.hci.international/index.html>

IBN # or Item #: Gothia Towers Hotel and Swedish Exhibition & Congress Centre, Gothenburg, Sweden _____

Exact size or model # of expenditure item: _____

_ Quantity and Amount: \$5605 This includes expenses for travel, lodging, and conference registration.

Justification of purchasing expenditure, nature of the essential need and how the item will benefit AU:

Attendance and presentation of a conference paper at the 27th International Conference on Human-Computer Interaction Conference, June 22-27, Gothenburg, Sweden. The NSF RET project will present a paper on progress for the project (especially since we have completed the project). This conference experience will provide me with professional development grounded in enhancing knowledge on computer science, AI and robotics. Information learned as part of this experience will enhance my knowledge on these topics since this field of study is directly related to my research agenda.

Signature: Melody L. Russell

Date: 12/11/2024

Date: _____

Department Head Approval