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**Presenter(s):** Ste

Talk ID:  
2337

**Talk Title:** Thevenin's Theorem

**5 min pre:** 8:40 pm    **Talk Start:** 8:45 pm    **Length:** 00:10:00    **End -5m:** 8:50 pm    **End:** 8:55 pm

- ] Have a water bottle for ready for the presenter
  - ] Ensure presenter has microphone and completed sound check (if not, poke AV team)
  - ] Check that HDMI is plugged into the presenter's laptop
  - ] Ensure presenter's display appears on the projector and confidence monitors
  - ] Ask the presenter "Will there be laptop sound?" If so, ask AV to plug in and test sound
  - ] Ask the presenter how they would like to be introduced and how to pronounce their name
  - ] Ask the presenter if they would like time warnings, and if so, when they would like them
- 
- ] When the presenter is ready, un-mute the microphone
  - ] Make any special announcements (eg. Audience defrag, events later in the day)
  - ] Hit the Big Red Button. (On = recording starts)
  - ] Introduce the presenter(s) and the talk

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**Presenter(s):** Patrick O'Hara

Talk ID:  
2340

**Talk Title:** Dvorak Keyboards

**5 min pre:** 8:55 pm    **Talk Start:** 9:00 pm    **Length:** 00:5:00    **End -5m:** 9:00 pm    **End:** 9:05 pm

- ] Have a water bottle for ready for the presenter
  - ] Ensure presenter has microphone and completed sound check (if not, poke AV team)
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**Presenter(s):** Tim Saylor

Talk ID:  
2336

**Talk Title:** How to not kill each other with voting

**5 min pre:** 8:55 pm    **Talk Start:** 9:00 pm    **Length:** 00:10:00    **End -5m:** 9:05 pm    **End:** 9:10 pm

- [ ] Have a water bottle for ready for the presenter
- [ ] Ensure presenter has microphone and completed sound check (if not, poke AV team)
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- [ ] Hit the Big Red Button. (On = recording starts)
- [ ] Introduce the presenter(s) and the talk

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**Presenter(s):** Jesse Seay

Talk ID:  
2341

**Talk Title:** Clam Shell Variable Resistor

**5 min pre:** 9:05 pm    **Talk Start:** 9:10 pm    **Length:** 00:10:00    **End -5m:** 9:15 pm    **End:** 9:20 pm

- [ ] Have a water bottle for ready for the presenter
- [ ] Ensure presenter has microphone and completed sound check (if not, poke AV team)
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- [ ] Ask the presenter how they would like to be introduced and how to pronounce their name
- [ ] Ask the presenter if they would like time warnings, and if so, when they would like them
  
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