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**Presenter(s):** Michael BeckTalk ID:  
2468**Talk Title:** How to set up Xbox Media Center (XBMC) on the Raspberry Pi**5 min pre:** 7:26 pm    **Talk Start:** 7:31 pm    **Length:** 00:34:00    **End -5m:** 8:00 pm    **End:** 8:05 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):** Brian ChamberlanTalk ID:  
2467**Talk Title:** Using Erlang to program/control the RaspberryPI/BeagleBone**5 min pre:** 8:06 pm    **Talk Start:** 8:11 pm    **Length:** 00:55:00    **End -5m:** 9:01 pm    **End:** 9:06 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
  
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