
Presenter(s): Sai

Talk ID:
11500

Talk Title: How I See Things

5 min pre: 10:10 pm **Talk Start:** 10:15 pm **Length:** 00:30:00 **End -5m:** 10:40 pm **End:** 10:45 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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-] 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

Presenter(s): Dubi

Talk ID:
11501

Talk Title: Yankee Doodle

5 min pre: 10:20 pm **Talk Start:** 10:25 pm **Length:** 00:5:00 **End -5m:** 10:25 pm **End:** 10:30 pm

-] Have a water bottle for ready for the presenter
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 -] Check that HDMI is plugged into the presenter's laptop
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 -] Introduce the presenter(s) and the talk

Presenter(s): Lyn

Talk ID:
11502

Talk Title: Pain

5 min pre: 10:25 pm **Talk Start:** 10:30 pm **Length:** 00:5:00 **End -5m:** 10:30 pm **End:** 10:35 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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- When the presenter is ready, un-mute the microphone
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 - Hit the Big Red Button. (On = recording starts)
 - Introduce the presenter(s) and the talk

Presenter(s): Johnny Panic

Talk ID:
11503

Talk Title: Smithing

5 min pre: 10:35 pm **Talk Start:** 10:40 pm **Length:** 00:5:00 **End -5m:** 10:40 pm **End:** 10:45 pm

- Have a water bottle for ready for the presenter
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 - 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
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- 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

Presenter(s): Mari

Talk ID:
11504

Talk Title: Carlton

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

Presenter(s): Aaron

Talk ID:
11505

Talk Title: Small PC Water Cooling

5 min pre: 10:55 pm **Talk Start:** 11:00 pm **Length:** 00:5:00 **End -5m:** 11:00 pm **End:** 11:05 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
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- 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

Presenter(s): Will

Talk ID:
11506

Talk Title: Ice Cream and How To Make It

5 min pre: 11:05 pm **Talk Start:** 11:10 pm **Length:** 00:5:00 **End -5m:** 11:10 pm **End:** 11:15 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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 - 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
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 - Ask the presenter if they would like time warnings, and if so, when they would like them
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- When the presenter is ready, un-mute the microphone
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