Nov 08 Tue Room: Electronics Lab page 1 of 4

	alk ID:
Talk Title: How I See Things	1000
in 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	mc
 [] 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 	
	alk ID: 11501
Talk Title: Yankee Doodle	1001
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 [] 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	om
 [] 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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	Γalk 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 [] 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	pm
	Γalk ID: 11503
Talk Title: Smithing	11303
ignoral image is in the presenter in the	pm
 [] 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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	alk ID: 11504
Talk Title: Carlton	11001
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 [] 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)	pm
I Introduce the presenter(s) and the talk	
	alk ID: 11505
5 min pre: 10:55 pm	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): Will Talk ID: 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) [] 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 (eq. Audience defrag, events later in the day) [] Hit the Big Red Button. (On = recording starts) [] Introduce the presenter(s) and the talk