

**Presenter(s):** Christopher Allan Webber

Talk ID:  
12223

**Talk Title:** Live network coding in 8sync

**5 min pre:** 10:55 pm **Talk Start:** 11:00 pm **Length:** 00:45:00 **End -5m:** 11:40 pm **End:** 11:45 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