Nov 03 Sat Room: Mystic Theatre page 1 of 15

Presenter(s): Talk I	
Talk Title: Conference Opening	1
5 min pre: 9:55 am Talk Start: 10:00 am Length: 0:15:0 End -5m: 10:10 am End: 10:15 an [] 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	n
Presenter(s): Talk I	
Talk Title: Keynote - Mariatta Wijaya	2
5 min pre: 10:10 am Talk Start: 10:15 am Length: 0:45:0 End -5m: 10:55 am End: 11:00 an [] 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	Λ
 [] 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 	

Nov 03 Sat Room: Mystic Theatre page 2 of 15

Presenter(s): Trey Hunner	Talk ID: 14436
Talk Title: Easier Classes: Python Classes Without All The Cruft	3
5 min pre: 11:00 am Talk Start: 11:05 am Length: 0:30:0 End -5m: 11:30 am End: 11:35 [] 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	am
 [] 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): Kat Passen	Talk ID:
Talk Title: Auditing Your Site for Accessibility: Now What?	14438 4
5 min pre: 11:30 am Talk Start: 11:35 am Length: 0:30:0 End -5m: 12:00 pm End: 12:05 [] 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	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 	

Nov 03 Sat Room: Mystic Theatre page 3 of 15

Presenter(s):	Talk IE 1446
Talk Title: Lunch	1110
[] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV to [] 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 so [] Ask the presenter how they would like to be introduced and how to pronounce the [] Ask the presenter if they would like time warnings, and if so, when they would like [] 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	eam) sound eir name
Presenter(s): Lorena Mesa	Talk IE
Talk Title: ¡Escuincla babosa!: Creating a telenovela script with a neural network	1444
·	End: 2:00 pm
 [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV to a complete 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 so a complete the presenter how they would like to be introduced and how to pronounce the complete that the presenter if they would like time warnings, and if so, when they would like time warnings. 	sound eir name
 [] 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 	

Nov 03 Sat Room: Mystic Theatre page 4 of 15

Presenter(s): Moshe Zadka	Talk IC
Talk Title: Exploration-Oriented Programming	
5 min pre: 2:00 pm Talk Start: 2:05 pm Length: 0:30:0 End -5m: 2:30 pm End: 2:35 [] 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
resenter(3). Think Thindin Sames, Asheesin Larola	Talk IE
Talk Title: All in the timing: How side channel attacks work 5 min pre: 2:30 pm Talk Start: 2:35 pm Length: 0:30:0 End -5m: 3:00 pm End: 3:05	nm
[] 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	ЫIII

Nov 03 Sat Room: Mystic Theatre page 5 of 15

Presenter(s): Hayley Denbraver	Talk ID
Talk Title: Welcome to Jurassic Park: Where Chaos and Engineering Ethics Collide	9
5 min pre: 3:00 pm Talk Start: 3:05 pm Length: 0:30:0 End -5m: 3:30 pm End [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV tea [] 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 so [] Ask the presenter how they would like to be introduced and how to pronounce their [] Ask the presenter if they would like time warnings, and if so, when they would like to	ound r name
 [] 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): Talk Title: Afternoon Tea	Talk ID 1446
	ound r name

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Presenter(s): Diego Berrocal	Talk ID 1445
Talk Title: Better Web Scraping Through Reverse Engineering AJAX Calls	1:
5 min pre: 3:55 pm Talk Start: 4:00 pm Length: 0:30:0 End -5m: 4:25 pm End: 4 [] 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 nam [] Ask the presenter if they would like time warnings, and if so, when they would like them	· ne
 [] 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): Laura Hampton Talk Title: Packaging Django Apps for Distribution on PyPI	Talk ID 14453
5 min pre: 4:30 pm Talk Start: 4:35 pm Length: 0:30:0 End -5m: 5:00 pm End: 5	: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 nam [] 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): Al Sweigart	Talk IE 1445
Talk Title: Recursion for Beginners: A Beginner's Guide to Recursion	1
5 min pre: 5:00 pm Talk Start: 5:05 pm Length: 0:30:0 End -5m: 5:30 pm End: 5:3 [] 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 	T-11 15
Presenter(s): Adam Harvey Talk Title: What PHP learned from Python	Talk IE 1445
5 min pre: 5:30 pm Talk Start: 5:35 pm Length: 0:30:0 End -5m: 6:00 pm End: 6:0 [] 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	5 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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	Talk ID: 14432
Talk Title: Housekeeping	15
[] 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	am
 [] 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 	
resenter(s).	Гаlk ID: 14460
Talk Title: Keynote - Robert M. "r0ml" Lefkowitz	16
[] 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	am
 [] 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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1 1 COCILICITO 1. JUNIU 175505	alk ID: 14435
Talk Title: Refactoring Code with the Standard Library	17
5 min pre: 11:00 am Talk Start: 11:05 am Length: 0:30:0 End -5m: 11:30 am End: 11:35 at [] 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	am
 [] 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 	
Talk Title: Disambiguation, In-Jokes, and Name Collisions: What You Need to Know When Naming a Python 5 min pre: 11:30 am Talk Start: 11:35 am Length: 0:30:0 End -5m: 12:00 pm End: 12:05 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):	Talk IE 1446
Talk Title: Lunch	1
5 min pre: 12:00 pm Talk Start: 12:05 pm Length: 0:85:0 End -5m: 1:25 pm End: 1:30 [] 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 1
Presenter(s): Christy Heaton Talk Title: Map it with Python! Intro to GIS and Python mapping modules.	Talk IC 1444
5 min pre: 1:25 pm Talk Start: 1:30 pm Length: 0:30:0 End -5m: 1:55 pm End: 2:00	۔ ۱ nm
[] 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	Pili
 [] 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): Abrar Sheikh	Talk IE 1444
Talk Title: Guide to Software Engineering for Visually Impaired	2
5 min pre: 2:00 pm Talk Start: 2:05 pm Length: 0:30:0 End -5m: 2:30 pm [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV [] 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 tes [] Ask the presenter how they would like to be introduced and how to pronounce t [] Ask the presenter if they would like time warnings, and if so, when they would li [] 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	team) t sound heir name ke them
Presenter(s): Nina Zakharenko	Talk IE 1444
Talk Title: Memory Management in Python - The Basics	2
5 min pre: 2:30 pm Talk Start: 2:35 pm Length: 0:30:0 End -5m: 3:00 pm	End: 3:05 pm
 [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV [] 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 tes [] Ask the presenter how they would like to be introduced and how to pronounce t [] Ask the presenter if they would like time warnings, and if so, when they would like 	t sound heir name
 [] 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): James Bennett	Talk ID: 14448
Talk Title: Hi! My name is	23
5 min pre: 3:00 pm Talk Start: 3:05 pm Length: 0:30:0 End -5m: 3:30 pm End: 3:35 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	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 	
Presenter(s):	Talk ID: 14463
Talk Title: Afternoon Tea	24
5 min pre: 3:30 pm Talk Start: 3:35 pm Length: 0:25:0 End -5m: 3:55 pm End: 4:00 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	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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Presenter(s): Kelli-Jean Chun	Talk IE 1445
Talk Title: Turbocharge your data science with Python AND R	2
5 min pre: 3:55 pm Talk Start: 4:00 pm Length: 0:30:0 End -5m: 4:25 pm [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV [] 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 tes [] Ask the presenter how they would like to be introduced and how to pronounce t [] Ask the presenter if they would like time warnings, and if so, when they would like	team) t sound heir name
 [] 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): Kelley Robinson	Talk IE 1445
Talk Title: 2FA, WTF 5 min pre: 4:30 pm Talk Start: 4:35 pm Length: 0:30:0 End -5m: 5:00 pm	2 Fnd: 5:05 nm
[] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV [] 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 tes [] Ask the presenter how they would like to be introduced and how to pronounce t [] Ask the presenter if they would like time warnings, and if so, when they would like	team) t sound heir name
 [] 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): Dan Crosta	Talk IE 1445
Talk Title: Let The Computer Write The Tests	2
5 min pre: 5:00 pm Talk Start: 5:05 pm Length: 0:30:0 End -5m: 5:30 pm [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV [] 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 [] Ask the presenter how they would like to be introduced and how to pronounce [] Ask the presenter if they would like time warnings, and if so, when they would like time warnings.	team) st sound their name
 [] 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): Steve Dower	Talk IE 1445
Talk Title: Python on Windows is Okay, Actually	2
5 min pre: 5:30 pm Talk Start: 5:35 pm Length: 0:30:0 End -5m: 6:00 pm [] Have a water bottle for ready for the presenter [] Ensure presenter has microphone and completed sound check (if not, poke AV [] 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 [] Ask the presenter how they would like to be introduced and how to pronounce [] Ask the presenter if they would like time warnings, and if so, when they would I	team) st sound their name
 [] 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 	<i>'</i>)

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Presenter(s): Talk ID: 14465 Talk Title: Conference Close **5 min pre:** 6:00 pm Talk Start: 6:05 pm **Length:** 0:10:0 **End -5m:** 6:10 pm **End:** 6:15 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