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**Presenter(s):** Jonathan Bisson

Talk ID:  
15263

**Talk Title:** FPGA introduction - i5 Colorlite Edition - Part 1 of 3

**5 min pre:** 11:10 am **Talk Start:** 11:15 am **Length:** 2:00:00 **End -5m:** 1:10 pm **End:** 1:15 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 (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):** Jonathan Bisson

Talk ID:  
15265

**Talk Title:** FPGA introduction - i5 Colorlite Edition - Part 2 of 3

**5 min pre:** 1:55 pm **Talk Start:** 2:00 pm **Length:** 00:60:00 **End -5m:** 2:55 pm **End:** 3:00 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
  
- [ ] 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):** Ste Kulov

Talk ID:  
15264

**Talk Title:** FPGA introduction - i5 Colorlite Edition - Part 3 of 3

**5 min pre:** 3:55 pm    **Talk Start:** 4:00 pm    **Length:** 00:60:00    **End -5m:** 4:55 pm    **End:** 5:00 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
  
- [ ] 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